

13 July 2001

3d Corps Support Command Pam 37-2

Headquarters
3D Corps Support Command
APO AE 09096
13 July 2001

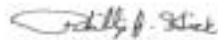
3D Corps Support Command
Pamphlet 37-2
13 July 2001

FINANCIAL ADMINISTRATION

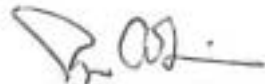
3D COSCOM Publications: Temporary Duty Orders (TDY)

FOR THE COMMANDER:

Official:



PHILLIP J. GICK
COL, GS
Chief of Staff



ROGER A. GAINES
MAJ, GS
ACofS, G6

Summary. This pamphlet provides procedural guidance for the preparation and publication of travel orders within the 3D Corps Support Command.

Applicability. This pamphlet applies to all units assigned or attached for funding to the 3D Corps Support Command.

Supplementation. Supplementation to this pamphlet is not authorized.

Interim Changes. Interim changes to this pamphlet are not official unless they are authenticated by the Secretary of the General Staff (SGS). Users will recycle interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. The proponent agency for this pamphlet is the Directorate of Resource Management. Users are encouraged to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Headquarters 3D Corps Support Command, Director, Resource Management, ATTN:AETV-SCR-B, APO AE 09096.

Distribution. Distribution according to command level A.

CONTENTS

	<u>Para</u>	<u>Page</u>
Purpose	1	4
References	2	4
Explanation of Terms and Abbreviations	3	4
General TDY Description	4	4
TDY Travel Requirements	5	4
Types of Travel Orders	6	6
General	6a	6
Invitational Travel Orders	6b	6
Group Travel Orders	6c	6
Blanket Travel Orders	6d	7
Repeated Travel Orders	6e	7
Verbal Orders (Confirmatory)	6f	7
Other Confirmatory Orders (Medical)	6g	7
Local National (LN) Travel Orders	6h	7
Civilian Travel Orders (Under Field Conditions)	6i	7
Other Types of Travel Orders	7	8
Permissive TDY	7a	8
Foreign Service Tour Extensions (FST-E)	7b	8
Message Order	7c	8
Local (Vicinity) Travel	7d	8
Medical TDY	7e	8
Electronic Submission of Orders	8	9
Amendments	9	10
Roles and Accountability	10	10
General	10a	10
Requesting Official	10b	10
Approving Official	10c	10
Order Authorizing Official	10d	10
Signature Authority Within 3D COSCOM	11	10
Requesting Official	11a	10
Approving Official	11b	11
Fund Citation and Order Authorizing Official	11c	11
Suspense	12	11
Reconciliation of TDY Orders	13	12
Government Travel Charge Card	14	12
Travel Reimbursement	15	12

Figure List

- Fig 1 Schools, (CONUS)
- Fig 2 Schools, (USAREUR)
- Fig 3 Outpatient Medical Care (CONUS)
- Fig 4 Outpatient Medical Care (USAREUR)
- Fig 5 Inpatient Medical Care (USAREUR)
- Fig 6 Non-Medical Attendant (CONUS)
- Fig 7 Non-Medical Attendant (USAREUR)
- Fig 8 Contingency Operations (CONOPS)
- Fig 9 TDY Approved by Program Manager
- Fig 10 TDY for Staff Principle
- Fig 11 JCTP Program (Mil-to-Mil)
- Fig 12 Repeated TDY
- Fig 13 Verbal Authority (VOCO)
- Fig 14 Amendment to TDY Orders
- Fig 15 Invitational Travel Order
- Fig 16 Local National TDY
- Fig 17 Supplemental Travel Order/Zusatz Zur Dienstreiseanordnung
- Fig 18 Group TDY
- Fig 19 Group Travel

Appendixes

- | | |
|-----------------------------------------------------------|-----|
| A. Instructions for Completion of DD Form 1610 | A-1 |
| B. Special Checklist for Review of Completed DD Form 1610 | B-1 |
| C. Orders Processing Matrices | |
| Normal TDY | C-1 |
| Training TDY (with List of MTSA Schools) | C-2 |
| Medical TDY | C-3 |
| Other Types TDY | C-4 |
| D. Unit TDY Order Log | D-1 |
| E. Billeting Information | E-1 |
| F. Area List of Barracks | F-1 |
| G. Sixt Rent a Car Prices | G-1 |
| H. Competent Medical Authority (CMA) | H-1 |
| I. Mileage Chart | I-1 |
-

13 July 2001

3d Corps Support Command Pam 37-2

1. Purpose. The purpose of this pamphlet is to provide guidance on planning temporary duty travel and processing of temporary duty orders within the 3D Corps Support Command (COSCOM).

2. References:

- a. Joint Federal Travel Regulation, Vol 1 (Uniformed Personnel)
- b. Joint Travel Regulation, Vol 2 (Civilian Personnel)
- c. AR 37-106, Finance and Accounting for Installation Travel and Transportation Allowances, 9 May 58 (change 8115 Dec 89)
- d. AR 600-8-10, Leaves and Passes, 1 July 1994
- e. AR 600-8-105, Military Orders, 28 October 1994
- f. USAREUR Reg 37-10, Government Credit Card Program
- g. 3D COSCOM Pamphlet 37-1, Financial Management in the 3D COSCOM, (2nd Quarter FY97)
- h. 3D COSCOM, Memorandum of Instruction, Government Travel Card Program

3. Explanation of Terms and Abbreviations. All abbreviations are spelled out on first usage.

4. General TDY Description. Personnel who in connection with official duty, travel to one or more locations outside of their local Permanent Duty Station (PDS) to perform duties for a period of time in excess of 12 hours may be issued TDY orders. Commanders are not authorized to direct TDY travel without orders.

5. TDY Travel Requirements. Officials who sign DD Form 1610s will be prepared to explain the reasonableness of their action to request, approve, and authorize orders for the expenditure of Government funds. Order requesting, order approving and order authorizing officials will use the guidelines listed in a through k below as well as Joint Federal Travel Regulation, Vol I, to ensure effective and efficient use of travel funds.

a. Whenever possible, 3D COSCOM will support travelers with transportation, meals, and lodging provided at no cost to the traveler to reduce per diem expenses.

b. As a general rule TDY orders are not issued for 1 day trips when duty is performed at a government installation. Unit commanders will plan 1 day trips to return personnel to their PDS within 12 hours whenever possible. Exceptions to this rule will require justification to Resource Management (RM).

13 July 2001

3d Corps Support Command Pam 37-2

c. Personnel that are not in possession of a valid TDY order are not in TDY status and will not be authorized travel reimbursement. When there is clearly an urgent situation and there is no time to prepare and process orders, for example after duty hours or on weekends, the Director, Resource Management (DRM), Budget Officer, or one of the Budget Analysts may authorize approval of TDY.

d. Question the reasonableness of the travel. Can it be accomplished by other means, i.e. telephone, VTC, or correspondence?

e. Minimize the number of travelers. Combine visits. Use group TDY as appropriate, where units control groups of travelers and ensure government billeting, mess and transportation are provided.

f. Plan in advance. Make reservations with government facilities prior to submission of orders. Non-availability number is to be provided by a Government Guest House. Civilian and military members will utilize government facilities to the maximum extent possible. Government Barracks/no cost lodging will be utilized whenever available, see listing at Appendix F.

g. Except under unusual circumstances, all travelers are required to use government quarters, and soldiers are required to use government dining facilities. Civilians are encouraged to use government dining facilities as a prudent cost reduction measure. Supervisors may consider the cost differential between economy meals and government dining facility meals when deciding whether a TDY is cost effective. The non-availability of government quarters must be verified prior to travel. When commercial lodging is authorized a foreign currency (e.g. DM) or US dollar limit will be annotated on the order. Double occupancy should be utilized whenever feasible. For frequently traveled to locations in Germany, low cost commercial lodging facilities are listed at Appendix E.

h. Ensure the government location where duty will be performed is stated on the TDY form, e.g. Hutier Kaserne, Hanau, GE.

i. 3D COSCOM travelers **must** obtain a Transportation Motor Pool (TMP) license and use government vehicles thus minimizing use of Privately Owned Conveyance (POC) and rental cars. To obtain a TMP License, travelers' supervisor provides an informal memorandum to the Driver Testing Office stating: "Request a TMP License be issued to the following individual/s for up to a 9 passenger vehicle. This/These individual/s are in possession of a valid ID card and Class III USAREUR Drivers License." The individuals takes a copy of the memorandum along with their ID card and USAREUR Drivers License to the Driver Testing Office and a TMP License will be issued for up to a 9 passenger vehicle, which includes the driver. Rental cars will be authorized when a cost comparison demonstrates rental as the lower cost option. Rental cars require Chief of Staff concurrence. In and around mileage for POC usage will not be authorized without the Chief of Staff approval. See Appendix G for rental car rates.

j. Coordinate maximum use of government dining facilities, to include extended hours

13 July 2001

3d Corps Support Command Pam 37-2

when necessary to accommodate groups. When the status of government meals is known, ensure the Travel Order states one of the following:

- (1) “Government Meals are available and directed”: (all meals will be provided at the dining facility).
- (2) “Proportional Meal Rate Applies”: (when at least one meal a day is provided by the Government or contracted, but all meals are not).
- (3) “Government meals are not available.”

k. Service members/travelers must submit DD Form 1351-2, travel settlement vouchers, to the local Finance Office within five (5) working days after completion of travel. Approving Official signature Blk #18 must be signed. Finance requires one (1) original and four (4) copies of DD 1351-2 and all backup. Immediately upon receipt of settlement voucher from Finance, a copy of the complete settlement voucher must be forwarded to 3D COSCOM Resource Management Office, ATTN: AETV-SCR-B (your Budget Assistant’s name), Unit 29620, APO AE 09096.

6. Types of Travel Orders.

a. General. TDY orders are prepared utilizing DD Form 1610. For travel of 12 hours or less and performed outside the PDS, SF Form 1164 should be utilized when use of POV has been authorized. See Figures 1 – 19 for examples of each type of 1610.

b. Invitational Travel Orders. Invitational travel orders (ITO) are used by non-DOD personnel to request travel movement and per diem. These letter type of orders are used when it is determined by either competent medical authority; when the commander invites a non-DOD civilian to participate in an official capacity; or when, in the course of mission requirements, a member of a foreign nation is invited to participate in military-to-military training. All ITOs, except for military-to-military orders, are prepared at the unit and submitted to the Budget Division for funding. For military-to-military orders, the Budget division must be provided with documentation to substantiate an ITO request. The request must contain: name, address, nationality, passport number, reason for travel, mode of travel, time period, itinerary, and a statement that the traveler must complete final settlement prior to departure to home station. See Figure 15/15a for sample ITO.

c. Group Travel Orders. Group TDY orders are for multiple participants, two (2) or more, who are all going from the same point of origin to the same location under one order which is specifically designated by the order-issuing official as a “Group TDY.” These orders allow for unit integrity and control of the group while fulfilling mission requirements. The conditions for group travel are met when, while in a travel status, the government provides transportation, meals, and billeting (if overnight) for TDY. Group travel statement must be typed in block #16

13 July 2001

3d Corps Support Command Pam 37-2

of DD form 1610, see Appendix A, 6h. These orders can **NOT** be confirmatory.

d. Blanket Travel Orders. Blanket travel orders are issued on an exceptional basis and are only authorized for use within Germany. These orders will only be issued in rare circumstances. Within 3D COSCOM these orders are restricted to the Command Group and the two Group Headquarters. All other request for blanket travel orders require exception to policy from Chief of Staff.

e. Repeated Travel Orders. These orders are issued to soldiers who are required to make frequent repeated trips to specific locations. As a general rule, for the purposes of repeated TDY, “frequent” implies two or more trips per week to specific locations for an extended period of time. The use of repeated TDY may be more cost effective to the government by avoiding overnight costs. Compose the order using all necessary information, such as number of round-trip journeys to each location authorized and the period the TDY.

f. Verbal Orders (Confirmatory) Travel Orders). Previous controls seeking to limit confirmatory TDY have been ineffective. Verbal orders must be made in coordination with the DRM, Budget Officer, or one of 2 budget analysts only (via voice--with follow-up on email). Contact of these personnel at home may be made through the 3CC Emergency Action Center (EAC). Confirmatory written orders will be issued within 3 calendar days of departure; unit initiates the action. On DD Form 1610 if the proceed date (block 10b) is before date issue (block 21) the order is confirmatory. Include the notation that the order confirms a verbal order of a commanding officer or the Chief of Staff and the date the verbal orders were given, along with the person, date and time of coordination with the Director, Resource Management, Budget Officer, or one of 2 budget analysts within RM. When preparing the DD Form 1610, include this information in block 16. Example:

(“VOCO (date of travel), LTC Travelgate, 1 Dec 97, RM 1 Dec 97, 1530 hrs”. Copy of completed DD 1351-2 must be attached to the order, if travel has been completed).

g. Other Confirmatory Travel Orders (Medical). These orders will be processed as soon as possible after the travel has been completed. A competent medical authority (CMA) memo must be attached, in addition to the completed DD 1351-2. If travel is less than 12 hours (and a POC was used), a SF 1164 will be submitted with the CMA, see Appendix H for sample.

h. Local National (LN) Travel Orders. For funding of LN travel, the employee must submit a completed DD Form 1610 (blocks 1-18) and Supplemental Travel Order/Zusatz zur Dienstreiseordnung, AE Form 690-69A, to 3D COSCOM Budget Division prior to travel. After travel is completed LNs will submit their DD Form 1610, AE Form 690-69A and AE Form 690-69B to their Servicing Office of Defense Cost/Amt fuer Verteidigungslasten for settlement.

i. Civilian Travel Orders (Under Field Conditions). IAW Joint Travel Regulation, (JTR) Vol. 2, Sec. C4L, C4554 par D, pg. 10, the normal lodging/meal per diem is not authorized to civilian employees under civilian travel orders while accompanying a military unit on field duty. This applies when both government mess and billeting are available. Reimbursement is

13 July 2001

3d Corps Support Command Pam 37-2

authorized only for current dining facility meal rates.

7. Other Types Of Travel Orders

a. Permissive TDY. A request for permissive TDY is processed through command channels. Soldiers requesting permissive TDY must have the company/battalion PAC prepare a DA Form 31, Request and Authority for Leave. The unit commander recommends approval or denial to the next higher commander. There are several levels of approval, depending on the length of the permissive TDY. The approval authority for permissive TDY 31 days or more is the Total Army Personnel Center (TAPC), Department of the Army. Information regarding permissive TDY is found in AR 600-8-10, Chap 5, Sec XVI.

b. Foreign Service Tour Extension (FST-E). Although not TDY, if the free travel home is approved, the soldier will receive a message. Submit the message and a DA Form 31 through the commander to the local Personnel Service Battalion (PSB). Funding citation will be provided through the 3D COSCOM Budget Division. Further information can be found in AR 600-8-10, chap 5, Sec XXI and AR 614-20, Chap 9 Sec II.

c. Message Orders. On occasion, message orders are prepared at TAPC or 1st PERSCOM for movement of dependents or soldiers as required. The message usually has four (4) key items which allow individuals to travel: Travel Order Number, Travel Period, Fund Citation and Authentication Signature Block. There is no requirement to issue a DD Form 1610, Travel Order, for the requirement to travel is stated in the message orders. Both the Transportation Office and the Finance Office will process travel request and settlement vouchers using this type of order.

d. Local (Vicinity) Travel. In certain circumstances, soldiers may be reimbursed for travel on official duty while using their private vehicles. Units intending to authorize the use of a POV due to a lack of government TMP vehicles must obtain a statement of non-availability from the Transportation Motor Pool (TMP). Then, the commanders or unit POC **must** coordinate for approval with RM prior to travel. Email is the preferred method for this coordination (see par 12d, pg 10 for guidance). Request for reimbursement is submitted on a SF Form 1164, Claim for Reimbursement for Expenditures, to Budget Division. A copy of the statement of non-availability and written coordination with RM **must** be attached to SF Form 1164. Local National employee's must submit reviewed AE Form 690-66J claim record and voucher for one-day duty travel with their time and attendance sheet. Without prior approval from RM, there will be **no** reimbursement for Service Members.

e. Medical TDY.

(1) One Day Medical Travel. Monitored and approved by the GRP XO. **NO** e-mail to RM is required on XO approved one day medical travel. Separate Battalions are required to obtain prior approval by e-mail with RM.

(2) ALL Medical TDY. Must have a Competent Medical Authority (CMA) attached to

13 July 2001

3d Corps Support Command Pam 37-2

the SF1164, DD1610 or Invitational Travel. Block 4 of the CMA must be signed by your unit commander. If inpatient status, Block 7 must be signed off by the hospital. See Appendix H for sample CMAs.

(3) Service Members. Unit funds pay for travel/per diem. Therefore the SM should:

(a) Check if Local Clinic provides transportation.

(b) Check if Unit internal assets are available.

(c) Request TMP. (Non-availability statement (NAS) must be attached to SF1164).

(d) Determine if POV or one day rental is more cost effective (see Appendix G, Rent a Car rates (chg 1)).

(e) SM prepares the SF1164, attaches the CMA and forwards through Unit to RM for fund citation.

(f) If Non-Availability Statement (NAS) is not attached, **no** reimbursement will be authorized (chg 1).

(4) Dependent. Medical fund citation is provided on the CMA. Currently the medical fund citation only pays for POV mileage. Rental car is not authorized. An Invitational Travel Order (ITO), see Figure 15, is prepared by unit. Orders and CMA are forwarded to RM for fund citation NLT end of month in which appointment occurred.

(5) Non-Medical Attendant (NMA). When a Competent Medical Authority (CMA) requires the use of an individual to assist in the transportation of or for the well being of a patient, a written request is made to the unit commander requesting a non-medical attendant be appointed. If the CMA requests a non-military non-medical attendant, either an Invitational Travel Order (for a family member, non DOD civilian), an SF Form 1164 (for DOD civilian, service member) or a DD Form 1610 (for a DOD civilian, service member) must be prepared. In either case, a copy of the CMA request must accompany the travel order as a substantiating document. Currently the medical fund citation for a NMA only pays for POV mileage. Rental car is not authorized.

8. Electronic Submission of Orders. Units have the option of submitting orders via email from specific email addresses identified by the unit commander in writing. When e-mail is used TDY orders will have the Chief of Staff as the approving official, RM will sign for the COFS based on unit email. To use this option, call the Budget Officer for more information. Other changes may be coming in FY01.

9. Amendments. If travel orders require alteration due to administrative oversight or a change in mission requirements, amending is required. Any amendment to a travel order must be

13 July 2001

3d Corps Support Command Pam 37-2

completed on a separate DD Form 1610 accompanied by a copy of the original and submitted to Budget Division. When preparing the amendment DD Form 1610, complete blocks 1 through 7 with basic information. Make the appropriate changes in block 16. Refer to the original order with date and travel order number and state changes or additions. Signature authority for the amendment is the same as the original DD Form 1610.

10. Roles and Accountability.

a. General. Responsibility and accountability for TDY travel must be maintained in order that fraud, waste and abuse are effectively controlled. The requesting, approving and order authorizing officials within each command will be designated in accordance with procedures established locally, unless otherwise stated in this pamphlet. Signature cards of approving officials must be submitted to the Budget Division and the local Finance Office.

b. Requesting Official. This official is normally the traveler's supervisor or a person who has full knowledge of the purpose and requirement of the travel. This official must ensure that the travel is required and that all entitlements and special authorizations are essential to the mission.

c. Approving Official. This official is normally the person at the next highest level in the chain of command to the requesting official and shares the same responsibilities as the requesting official. In addition, this individual must have the authority to commit funds and have a valid signature card, DD Form 577, on file at 3D COSCOM Budget Division and the local Finance Office. A minimum of two (2) Approving Officials should be established for each unit.

d. Order Authorizing Official. After the travel order has been filled out and signed by the requesting and approving officials, it is forwarded to Budget Division. The Budget Office will review the order to ensure estimated costs are reasonable, mode of transportation is available and appropriate, mission requirements are satisfied, estimated duration of the order is reasonable, and all costs are authorized under governing regulations. The Budget Office will insert the appropriate fund cite in block 19, date issued in block 21, and travel number in block 22. The fund certifying official signs block 19 certifying that funds are available.

11. Signature Authority Within 3D COSCOM.

a. Requesting Official. Block 17. Group and Separate Battalion commanders are authorized to establish internal procedures for designating individuals within their organizations to initiate requests for TDY. **Exception:** For all out of country TDY, Requesting Official **MUST** be the Battalion Commander, Executive Officer or designee.

b. Approving Official. Block 18. This issue is a little more complex.

(1) Chief of Staff. Signs all DD Form 1610s for temporary duty travel outside of

13 July 2001

3d Corps Support Command Pam 37-2

Germany and travel for all COSCOM Staff principals. Additionally, the Chief of Staff is the approval authority for rental cars, in and around mileage, and other extraordinary travel requirements.

(2) Group and Separate Battalion Commanders. Authorized to sign all DD Form 1610s for routine TDY within Germany that draws upon their unit's allocated funds and do not meet one of the criteria noted in the preceding paragraph. Group Commanders may delegate this authority down to group primary staff, battalion commanders and battalion primary staff. Separate battalion commanders may delegate this authority down to battalion primary staff.

(3) COSCOM Division Staff Principals. Authorized to sign DD Form 1610s or routine travel within Germany for subordinates when drawing upon their section's allocated funds.

(4) At the Group and Battalion level, the Approving Official becomes the Requesting Official for out of country TDY.

c. Fund Citation and Order Authorizing Official. The Budget Division will certify the fund citation in block 19 and will authenticate the orders in block 20.

12. Suspense.

a. All TDY requests requiring the Chief of Staff signature, includes out of country TDY, **must** be submitted to Budget Division NLT seven (7) working days prior to the date of travel.

b. All routine TDY requests, including school TDY in Germany, **must** be submitted to Budget Division NLT five (5) working days prior to travel.

c. All CONUS School TDY (i.e. ANCOC/BNCOC, etc.) **must** be submitted to Budget Division NLT four (4) weeks prior to report date.

d. For **all** one-day travel to include medical appointments, priority of vehicle usage is: internal assets, TMP (non-availability statement required). If these are not available, an e-mail **must** be sent to your Budget Assistant with a cc to the DRM, Budget Officer and Budget Analysts requesting POV usage or rental car, whichever is more cost effective. (See Mileage Chart, Appendix J) POV will **not** be authorized for service member medical appointments to Landstuhl from Bamberg, Giebelstadt, Grafenwoehr, Illesheim or Vilseck. HQ, 3D COSCOM, internal assets, type of vehicle and sections, are listed at 3D COSCOM web site, Staff Sections, G4, <http://www.3coscom.wiesbaden.army.mil>.

13. Reconciliation of TDY Orders. Ensure that travelers submit reviewed travel settlement vouchers to Finance Office within 5 working days after completing travel. A completed copy of settlement voucher will be forwarded to 3D COSCOM RM Budget Division immediately upon receipt from finance. This is necessary to reconcile outstanding TDY obligations and conduct

13 July 2001

3d Corps Support Command Pam 37-2

travel audits. If planned travel did not take place, the orders should be marked canceled and returned to the Budget Division immediately. New orders may be denied for personnel with unsettled TDY documents over 60 days from the date travel was to be completed.

14. Government Travel Charge Card. The travel charge card is For Official Use Only (FOUO) when soldiers or civilians are in a travel status. Personnel can receive travel advances using automated teller machines (ATM) to pay for lodging and meals during their TDY. Travel advances from servicing finance offices are not authorized for personnel enrolled in the program. Only personnel normally not eligible for the card will be authorized advanced payments from finance. Once travel claims with finance are settled, personnel must ensure that the account is paid. The credit card company reports questionable purchases and delinquent accounts to the Command.

15. Travel Reimbursement.

a. Normal POV reimbursement is currently at \$0.345 per mile. All personnel must first check internal assets, then request a TMP and receive a non-availability statement before he/she requests use of POV or rental car. If this process is not followed it will be assumed that a TMP was available. Military personnel will receive no reimbursement for mileage and civilian personnel will only be authorized the other government rate of \$0.105 per mile with the statement "Government vehicle was available, partial reimbursement of \$0.105 is authorized" will be typed in Blk 16 of DD1610, or in the Fund Certification Blk of SF1164.

b. Request for mileage reimbursement for one day travel, 12 hrs or less, or for a one day rental car, should be e-mailed to your Budget Assistant, with cc: to the DRM; Budget Officer; and the 2 Budget Analysts prior to travel. The criteria in Par 15a above must be met. SF1164 will be submitted to your Budget Assistant with the following attachment(s): copy of authorization e-mail and copy of rental invoice, if applicable.

c. Request for POV on a DD1610 requires the same procedure as outlined in Par 15a, above. TDY should be forwarded straight to your Budget Assistant 5 or 7 days prior to travel as outlined in TDY SUBMISSION and TDY Pam. 37-2, c7. No e-mail is required.

d. Rental car will be requested and utilized when it is more cost effective than full POV mileage. See Mileage Chart, Encl I. Rental cars for stateside usage must be booked through your local Government Contracted Travel Office.

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Doe, John A.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Section Chief, SSG/E-6			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Wiesbaden Army Airfield, Wiesbaden, GE						6. ORGANIZATIONAL ELEMENT HHC 3D COSCOM APO AE 09096			7. DUTY PHONE NUMBER (Include Area Code) 337-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) Attend ANCOC Class 01-02			10a. APPROX. NO. OF TDY DAYS (Including travel time) 68			b. PROCEED DATE (YYYYMMDD) 20001029		
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Wiesbaden Army Airfield, Wiesbaden, GE To: Aberdeen Proving Grounds, MD and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
	X									RATE PER MILE: <input type="checkbox"/>	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available and directed. Airline tickets must be purchased through a government transportation office. Government Travel Charge Card, yes. Course #2-63-C42 Report: 30 Oct 00 Start: 31 Oct 00 End: 06 Jan 01 (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals PRIOR to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Chief of Staff)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO) (This TDY is MTSA funded.)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 1

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John B.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Platoon Sergeant, SFC/E-7			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Pioneer Kaserne, Hanau, GE						6. ORGANIZATIONAL ELEMENT HHC 16th CSG APO AE 09165			7. DUTY PHONE NUMBER (Include Area Code) 322-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) Attend HAZ 11 Course 1-01			10a. APPROX. NO. OF TDY DAYS (Including travel time) 13			b. PROCEED DATE (YYYYMMDD) 20001116		
11. ITINERARY From: Pioneer Kaserne, Hanau, GE To: Rose Barracks, Vilseck, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one) RATE PER MILE: \$0.345 <input checked="" type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)											
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) GOVERNMENT QUARTERS AND MESS IS DIRECTED. You are not authorized to report earlier than date specified. Within 5 days after completion of TDY the traveler will submit a TDY settlement (DD1351-2) to the servicing Finance Office. Provide a copy of final settlement to the Training NCO. If travel does not take place, immediately notify the Training NCO to revoke the order. SM will report to Student Detachment, Bdg 274, between the hours of 1200 and 1600 on report date. Phone # DSN 476-2755/2630. Government Travel Charge Card, yes.											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 2

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John C.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Distribution Officer, CPT/0-3			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Warner Farracks, Bamberg, GE						6. ORGANIZATIONAL ELEMENT HQ, 7th CSG APO AE 09139			7. DUTY PHONE NUMBER (Include Area Code) 379-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) MEDEVAC for Outpatient Medical Care				10a. APPROX. NO. OF TDY DAYS (Including travel time) 30			b. PROCEED DATE (YYYYMMDD) 20010201	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Warner Barracks, Bamberg, GE To: Landstuhl Army Hospital, GE to Walter Reed Medical Center, Washington, DC and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
				X						RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM			b. TRAVEL			c. OTHER			d. TOTAL		
\$			\$			\$			\$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DD 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available and directed. A Competent Medical Authority (CMA) memorandum is required. Receipts for lodging and meals must be submitted with DA 1351-2 for reimbursement. Government Travel Charge Card, yes. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Chief of Staff)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 3

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John D.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Distribution NCO, SGT/E5			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Warner Barracks, Bamberg, GE						6. ORGANIZATIONAL ELEMENT HQ, 7th CSG APO AE 09139			7. DUTY PHONE NUMBER (Include Area Code) 379-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) Appointment for Outpatient Medical Care				10a. APPROX. NO. OF TDY DAYS (Including travel time) 2			b. PROCEED DATE (YYYYMMDD) 20010125	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Warner Barracks, Bamberg, GE To: Heidelberg Medical Center, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one) RATE PER MILE: \$0.345 <input checked="" type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)											
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available and directed. A Competent Medical Authority (CMA) memorandum is required. Government Travel Charge Card, no. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 4

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John E.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Distribution NCO, SGT/E5			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Warner Barracks, Bamberg, GE						6. ORGANIZATIONAL ELEMENT HQ, 7th CSG APO AE 09139			7. DUTY PHONE NUMBER (Include Area Code) 379-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) Appointment for Inpatient Medical Care				10a. APPROX. NO. OF TDY DAYS (Including travel time) 15			b. PROCEED DATE (YYYYMMDD) 20010125	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Warner Barracks, Bamberg, GE To: Heidelberg Medical Center, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
					X					RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST											
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		
15. ADVANCE AUTHORIZED \$											
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available and directed. A Competent Medical Authority (CMA) memorandum is required. Government Travel Charge Card, no. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO) (This TDY is MEDDAC funded.)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 5

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, Jane F.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Battalion S-4, CPT/03			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Wiesbaden Army Airfield, Wiesbaden, GE						6. ORGANIZATIONAL ELEMENT HQ, STB APO AE 09096			7. DUTY PHONE NUMBER (Include Area Code) 337-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) Non-Medical Attendant for Spouse				10a. APPROX. NO. OF TDY DAYS (Including travel time) 10			b. PROCEED DATE (YYYYMMDD) 20010220	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Wiesbaden Army Airfield, Wiesbaden, GE To: Landstuhl Army Hospital, GE to Walter Reed Medical Center, Washington, DC and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
	X			X						RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DD 1351-2, within five (5) days of completion of travel to your local finance office. Receipts for lodging and meals must be submitted with DA 1351-2 for reimbursement. A Competent Medical Authority (CMA) memorandum is required. Government Travel Charge Card, yes.											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Chief of Staff)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO) (This TDY is MEDDAC funded.)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 6

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John G.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Battalion S4, CPT/03			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Wiesbaden Army Airfield, Wiesbaden, GE						6. ORGANIZATIONAL ELEMENT HQ, STB APO AE 09096			7. DUTY PHONE NUMBER (Include Area Code) 337-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) Non-Medical Attendant for Spouse				10a. APPROX. NO. OF TDY DAYS (Including travel time) 2			b. PROCEED DATE (YYYYMMDD) 20010221	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Wiesbaden Army Airfield, Wiesbaden, GE To: Landstuhl Army Hospital, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one) RATE PER MILE: \$0.345	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input checked="" type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DD 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available and directed. A Competent Medical Authority (CMA) memorandum is required. Government Travel Charge Card, yes. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO) (This TDY is MEDDAC funded.)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 7

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John H.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Maintenance Chief CW4/W-04			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Giebelstadt Army Airfield, Giebelstadt, GE						6. ORGANIZATIONAL ELEMENT A Co, 7/159th AVN APO AE 09182			7. DUTY PHONE NUMBER (Include Area Code) 467-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) To serve as Maintenance Officer of KFOR Tasking #COS 55-01				10a. APPROX. NO. OF TDY DAYS (Including travel time) 45			b. PROCEED DATE (YYYYMMDD) 20010501	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Giebelstadt Army Airfield, Giebelstadt, GE To: Ramstein Air Base, Ramstein, GE, Bosnia and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
				X	X					RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DD 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available at no cost to the traveler. Government Travel Charge Card, yes.											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Chief of Staff)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 8

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)						1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL							
2. NAME (Last, First, Middle Initial) Smith, John I.			3. SOCIAL SECURITY NUMBER 111-11-1111		4. POSITION TITLE AND GRADE/RATING Fuse Tester, SPC/E-4		
5. LOCATION OF PERMANENT DUTY STATION (PDS) Coleman Barracke, Mannheim, GE				6. ORGANIZATIONAL ELEMENT 181 TRANS BN APO AE 09166		7. DUTY PHONE NUMBER (Include Area Code) 380-0000	
8. TYPE OF ORDERS TDY		9. TDY PURPOSE (See JTR, Appendix H) Force Modernization Training on TRV-123-001 Mobile Set		10a. APPROX. NO. OF TDY DAYS (Including travel time) 3		b. PROCEED DATE (YYYYMMDD) 20010210	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Coleman Barracke, Mannheim, GE To: Rose Barracks, Vilseck, GE and return							
12. TRANSPORTATION MODE							
a. COMMERCIAL				b. GOVERNMENT		c. LOCAL TRANSPORTATION	
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL
							TAXI
							OTHER
							PRIVATELY OWNED CONVEYANCE (Check one)
							RATE PER MILE: _____
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)							<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR.				b. OTHER RATE OF PER DIEM (Specify)			
14. ESTIMATED COST							
a. PER DIEM		b. TRAVEL		c. OTHER		d. TOTAL	
\$		\$		\$		\$	
15. ADVANCE AUTHORIZED \$							
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters are not available. Government meals are available and directed. Traveler is a passenger in POV. Government Travel Charge Card, no. (Approval from Force Modernization Program Manager is required.) (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)							
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)				18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)			
AUTHORIZATION							
19. ACCOUNTING CITATION (RMO)							
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)						21. DATE ISSUED (YYYYMMDD) (RMO)	
						22. TRAVEL ORDER NUMBER (RMO)	

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 9

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (To day's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John J.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING G3, COL/0-6			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Wiesbaden Army Airfield, Wiesbaden, GE						6. ORGANIZATIONAL ELEMENT HQ, 3D COSCOM APO AE 09096			7. DUTY PHONE NUMBER (Include Area Code) 337-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) To Conduct Briefings				10a. APPROX. NO. OF TDY DAYS (Including travel time) 5			b. PROCEED DATE (YYYYMMDD) 20010403	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Wiesbaden Army Airfield, Wiesbaden, GE To: Camp Ederle, Vicenza, Italy and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
					X					RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available and directed. Government Travel Charge Card, yes. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Chief of Staff)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 10

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (To day's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John K.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING Public Affairs Reporter, SFC/E7			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Wiesbaden Army Airfield, Wiesbaden, GE						6. ORGANIZATIONAL ELEMENT HQ, 3D COSCOM APO AE 09096			7. DUTY PHONE NUMBER (Include Area Code) 337-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) To cross train with Slovakian PAO representatives. (V Corp Taksing)				10a. APPROX. NO. OF TDY DAYS (Including travel time) 10			b. PROCEED DATE (YYYYMMDD) 20010415	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Wiesbaden Army Airfield, Wiesbaden, GE To: Sophia, Bulgaria and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
	X									RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)									<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR		
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are provided under contract at no cost to the traveler. Airline tickets must be purchased through a government transportation office. Government Travel Charge Card, yes.											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Chief of Staff)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 11

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (To day's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Smith, John L.				3. SOCIAL SECURITY NUMBER 111-11-1111				4. POSITION TITLE AND GRADE/RATING IG Commander, COL/0-6			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Wiesbaden Army Airfield, Wiesbaden, GE						6. ORGANIZATIONAL ELEMENT HQ, 3D COSCOM APO AE 09096			7. DUTY PHONE NUMBER (Include Area Code) 337-0000		
8. TYPE OF ORDERS REPEATED TDY			9. TDY PURPOSE (See JTR, Appendix H) To conduct unit site visits.				10a. APPROX. NO. OF TDY DAYS (Including travel time) 30			b. PROCEED DATE (YYYYMMDD) 20010501	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Wiesbaden Army Airfield, Wiesbaden, GE To: Pioneer Kaserne, Hanau; Kelly Barracks, Darmstadt; Rose Barracks, Vilseck; Kassel, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
					X					RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are to be utilized to the maximum extent possible. You will proceed as directed above with daily return to the PDS authorized. Government Travel Charge Card, yes. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Chief of Staff)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 12

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)						1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL							
2. NAME (Last, First, Middle Initial) Doe, Jane M.			3. SOCIAL SECURITY NUMBER 111-11-1111		4. POSITION TITLE AND GRADE/RATING Platoon Leader, 1LT/0-2		
5. LOCATION OF PERMANENT DUTY STATION (PDS) Kelly Barracks, Darmstadt, GE				6. ORGANIZATIONAL ELEMENT 596th Maint. Co. APO AE 09175		7. DUTY PHONE NUMBER (Include Area Code) 348-0000	
8. TYPE OF ORDERS CONFIRMATORY TDY		9. TDY PURPOSE (See JTR, Appendix H) To conduct unit site visits.		10a. APPROX. NO. OF TDY DAYS (Including travel time) 3		b. PROCEED DATE (YYYYMMDD) 20010508	
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Kelly Barracks, Darmstadt, GE To: Pioneer Kaserne, Hanau; Turley Barracks, Mannheim; Warner Barracks, Bamberg, GE and return							
12. TRANSPORTATION MODE							
a. COMMERCIAL				b. GOVERNMENT		c. LOCAL TRANSPORTATION	
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL
					X		
						OTHER	
						PRIVATELY OWNED CONVEYANCE (Check one)	
						RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)						<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/>		a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR.		b. OTHER RATE OF PER DIEM (Specify)			
14. ESTIMATED COST							15. ADVANCE AUTHORIZED
a. PER DIEM \$		b. TRAVEL \$		c. OTHER \$		d. TOTAL \$	
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) Upon receipt of travel order, you will immediately submit a travel settlement voucher, DA 1351-2, to your local finance office. Government quarters and meals were available. Government Travel Charge Card, yes.							
"VOCO 08 May 01, LTC Travelgate, 08 May 01, RM, 08 May 01, 1530 Hrs."							
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)				18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)			
AUTHORIZATION							
19. ACCOUNTING CITATION (RMO)							
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)						21. DATE ISSUED (YYYYMMDD) (RMO) **20010511**	
						22. TRAVEL ORDER NUMBER (RMO)	

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 13

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) Doe, Jane N.				3. SOCIAL SECURITY NUMBER 111-11-1112				4. POSITION TITLE AND GRADE/RATING Platoon Leader, 1LT/0-2			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Kelly Barracks, Darmstadt, GE						6. ORGANIZATIONAL ELEMENT 596th Maint. Co. APO AE 09175			7. DUTY PHONE NUMBER (Include Area Code) 348-0000		
8. TYPE OF ORDERS AMENDMENT			9. TDY PURPOSE (See JTR, Appendix H)				10a. APPROX. NO. OF TDY DAYS (Including travel time)			b. PROCEED DATE (YYYYMMDD)	
11. ITINERARY			<input type="checkbox"/> VARIATION AUTHORIZED								
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
										RATE PER MILE: _____	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)									<input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR		
13.		a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR.						b. OTHER RATE OF PER DIEM (Specify)			
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM			b. TRAVEL			c. OTHER			d. TOTAL		\$
\$			\$			\$			\$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) HQ, 3D COSCOM TO# (Block 22 of Original Order), dated (Block 21 of Original Order) Block 3 as reads: SSN 111-11-1111 To read: SSN 111-11-1112											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO Old TO# Followed By A, B, C, etc.)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 14

SAMPLE FORMAT OF AN INVITATIONAL TRAVEL ORDER

Name _____ TRAVEL ORDER NUMBER _____

Address _____

DATE APPROVED _____

You are invited to proceed from _____
 in sufficient time to arrive at _____ by _____ (Date)
 for the purpose of _____
 for approximately _____ days. Upon completion, you shall return to the point of origin.

You are authorized to travel by: ☐ Rail ☐ Commercial Air ☐ Military Aircraft ☐ Bus

See below for travel by Privately-Owned Conveyance

☐ Transportation has been arranged by the order issuing agent.

☐ Transportation tickets are included with this order.

☐ Transportation tickets shall be provided at a later date.

☐ To arrange transportation call: () _____

☐ You may arrange your transportation. The following rules apply:

You must arrange your transportation with a travel office under contract to the U.S. Government (Commercial Travel Office (CTO)) when the contract with the CTO permits the CTO to arrange transportation for travelers who are not Government employees. If you are in a foreign country, except for Canada and Mexico, you may use a travel office not under contract to the Government if ticketing cannot be secured from a branch office or general agent of an American-flag carrier. If you purchase transportation from a travel office (travel agency) not under contract to the Government, reimbursement is limited to the cost to the Government on a constructive basis for transportation that would have been arranged by a CTO if available. If the contract between the Government and the CTO does not permit the CTO to arrange transportation for contractors/contractor employees or others who are not Government employees, reimbursement for transportation may not exceed coach class air accommodations unless otherwise permitted in JTR, par. C2204-A.

It is DOD policy that in using regularly scheduled air transportation:

(a) accommodations selected shall be the least costly service that permits satisfactory accomplishment of the mission of the traveler, and

(b) United States carriers must be used for all commercial foreign air transportation if service provided by those carriers is available; otherwise reimbursement for the cost of transportation is not allowed.

*= ☐ You are authorized to travel by privately-owned conveyance (POC) as advantageous to the Government.

Reimbursement shall be at the rate of **\$0.325** cents per mile, plus the cost of necessary parking fees and bridge, ferry, and tolls incurred including per diem while in travel status under this travel order.

☐ You are authorized to travel by privately-owned conveyance (POC) on a constructive basis. You would normally be authorized to travel by common carrier. Reimbursement shall be limited to the cost of travel by the usual mode of common carrier, including per diem.

Receipts: Ticket stubs are required to substantiate your transportation cost. Receipts are required for lodging. Receipts are required for all items of expense in an amount of \$75 or more plus any applicable tax.

☐ You shall be paid a per diem allowance to cover your expenses for lodging (with taxes at locations in CONUS separately), meals, and incidentals. While traveling and performing the mission you shall be authorized a per diem

equal to the daily amount you pay for lodging, plus a fixed amount for meals and incidental expenses, not to exceed the applicable maximum amount prescribed on the Per Diem Committee homepage: <http://www.dtic.mil/perdiem/> for the locality concerned. If your costs, particularly for lodging, are more than the applicable maximum per diem rate prescribed, then only the maximum per diem rate shall be paid. (See JTR, Chapter 4, part L for applicable rules.)

Applicable Per Diem Rates:

Locality	Maximum Lodging Rate	Meal & Incidental Expense Rate	Total Per Diem

☐ You shall be paid an actual subsistence expense allowance (AEA) for lodging and a per diem for meals and incidentals (M&IE). You are required to itemize your lodging expenses only.

☐ You shall be paid an actual subsistence expense allowance (AEA) for lodging and meals and incidental expenses (M&IE). You must itemize all your subsistence expenses. Subsistence expenses include lodgings; meals; fees and tips to waiters, bellboys, maids, porters; personal laundry, pressing, and dry cleaning; local transportation (including usual tips) between places of lodging, duty, and place meals are taken; and other necessary expenses. You shall be reimbursed for the actual expenses incurred, but not to exceed the maximum amount authorized for the locality concerned. (See JTR, Chapter 4, Part M for applicable rules)

Actual Subsistence Expense Allowance (AEA) Authorized:

Locality	Maximum AEA Allowance	Amount allowed for Meals & Incidental Expenses if M&IE authorized on a per diem basis.

(Note: The cost you incur during travel (not after returning) for laundry/dry cleaning and pressing of clothing is a separately reimbursable expense in addition to per diem/AEA when travel is within CONUS and requires at least 4 consecutive nights lodging while on Government travel. There is no separate reimbursement for laundry/dry cleaning and pressing of clothing when travel is OCONUS. Those costs are part of the per diem/AEA allowance when travel is OCONUS.)

The JTR is available at <http://www.dtic.mil/perdiem/>. Address any inquiries regarding this travel order to: _____

The travel authorized herein has been determined to be in the public interest, and is chargeable to: _____

C6004 TRAVEL OF GOVERNMENT CONTRACTORS/CONTRACTOR EMPLOYEES. Travel costs of Government contractors and contractor employees are governed by the rules in the Federal Acquisition Regulations (FAR) 31.205-46, available at <http://www.arnet.gov/far/pdf/frame.html>. ITOs may not be used to authorize travel and transportation for Government contractors/contractor employees. Government contractors and contractor employees are not Government employees and are not eligible under any circumstances for city pair air fares or any travel related items restricted to Government employees. See par. C6005 for availability for contract fares and prices to Government contractors. *Individuals providing a service under a contract with the Government should be provided a "Contractor Letter of Identification" described in par. C6005-H.*

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL <i>(Reference: Joint Travel Regulations (JTR), Chapter 3)</i> <i>(Read Privacy Act Statement on back before completing form.)</i>										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME <i>(Last, First, Middle Initial)</i> Koehler, Kristen P.				3. SOCIAL SECURITY NUMBER 1234567				4. POSITION TITLE AND GRADE/RATING Highway Management Specialist, C-6A			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Wiesbaden Army Airfield, Wiesbaden, GE						6. ORGANIZATIONAL ELEMENT 27th Transportation Bn APO AE 09096			7. DUTY PHONE NUMBER <i>(Include Area Code)</i> 337-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE <i>(See JTR, Appendix H)</i> To attend Local National employee works counsel meetings			10a. APPROX. NO. OF TDY DAYS <i>(Including travel time)</i> 3			b. PROCEED DATE (YYYYMMDD) 20010501		
11. ITINERARY <input type="checkbox"/> VARIATION AUTHORIZED From: Wiesbaden Army Airfield, Wiesbaden, GE To: Munich, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE <i>(Check one)</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	RATE PER MILE: _____ <input type="checkbox"/> ADVANTAGEOUS TO THE GOVERNMENT <input type="checkbox"/> MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
<input type="checkbox"/> AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER <i>(Overseas Travel only)</i>											
13. <input type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input checked="" type="checkbox"/> b. OTHER RATE OF PER DIEM <i>(Specify)</i> Per USAREUR REG 690-69											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM		b. TRAVEL		c. OTHER		d. TOTAL					
\$		\$		\$		\$					
16. REMARKS <i>(Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.)</i> You will submit this order, a Supplemental Travel Order, AE Form 690-69A and a German travel expense voucher, AE Form 690-69B, within five (5) days of completion of travel to your servicing Office of Defense Costs. Rail tickets must be coordinated through the Government Travel Office.											
17. TRAVEL-REQUESTING OFFICIAL <i>(Title and signature)</i> (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL <i>(Title and signature)</i> (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL <i>(Title and signature)</i> (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 16

SUPPLEMENTAL TRAVEL ORDER/ZUSATZ ZUR DIENSTREISEANORDNUNG (USAREUR REG 690-69)																																			
1. ODC No./Firmennummer: 010						Employee No./Personalnummer 1 2 3 4 5 6 7																													
Last Name, First Name/Name Vornamen: SCHMIDT, Johannes						Grade/Eingruppierung C-7		Telephone No./Telefon-Nr 0600-000000																											
Duration of Travel/Dauer der Reise - From/Von <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;">1</td><td style="width: 20px;">9</td><td style="width: 20px;">9</td> </tr> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td> </tr> </table>									1	9	9	D	D	M	M	Y	Y	To/Bis <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 20px;">0</td><td style="width: 20px;"> </td><td style="width: 20px;">0</td><td style="width: 20px;">2</td><td style="width: 20px;"> </td><td style="width: 20px;">9</td> </tr> <tr> <td>D</td><td>0</td><td>M</td><td>M</td><td>Y</td><td>Y</td> </tr> </table>						0		0	2		9	D	0	M	M	Y	Y
			1	9	9																														
D	D	M	M	Y	Y																														
0		0	2		9																														
D	0	M	M	Y	Y																														
Itinerary/Reiseroute-From/Von: Wiesbaden AAF, Wiesbaden						To/Nach: Campbell Barracks, Heidelberg																													
From/Von: Campbell Barracks. Heidelberg						To/Nach: Wiesbaden AAF Wiesbaden																													
2. Travel Advance Assessment Basis/Reisekostenvorschuss-Berechnungsgrundlage																																			
<input type="checkbox"/> Free Meals/Freie Verpflegung <input type="checkbox"/> Partial Board/Verpflegung <input type="checkbox"/> Full Board/Vollverpflegung <input type="checkbox"/> POV/Privat-PKW Approx number of/Voraussichtliche Anzahl von km: _____ <input type="checkbox"/> Passenger(s)/Mitfahrer Name (Last, First) of passengers/Name, Vornamen des/der Mitfahrer(s): _____						<input type="checkbox"/> Huts/Barackenunterkunft <input type="checkbox"/> BOQ/Unterkunft fuer alleinstehende <input type="checkbox"/> Cold Food/Kaltverpflegung <input type="checkbox"/> Return to Family Domicile/Familienheimfahrt <input type="checkbox"/> Commuting Daily/Taegliche Rueckfahrt																													
(THIS SECTION IS TO BE COMPLETED BY THE TRAVELER)																																			
<input type="checkbox"/> Government Vehicle/Dienstfahrzeug Tayj <input type="checkbox"/> <input type="checkbox"/> Rental Car/Mietwagen <input type="checkbox"/> Rail/Bahn Military Ticket/Militaerfahrkarte: Yes/Ja <input type="checkbox"/> No/Nein <input type="checkbox"/> <input type="checkbox"/> Sleeper/Schlafwagen - One way/Einfach <input type="checkbox"/> Sleeper/Schlafwagen - Both ways/Rueckfahrkarte <input type="checkbox"/> Air/Flugzeug Military Ticket/Militaerflugschein Yes/Ja <input type="checkbox"/> No/Nein <input type="checkbox"/>						<input type="checkbox"/> Hotel as directed/Hotel wie angeordnet Yes/Ja <input type="checkbox"/> No/Nein <input type="checkbox"/> <input type="checkbox"/> Free Quarters/Freie Unterkunft <input type="checkbox"/> Occupancy up to two persons/Belegung mit bis zu zwei Personen <input type="checkbox"/> Occupancy more than two/Mahrbettzimmer																													
3. Authorized Travel Allowance/Genehmigtes Reisegeld																																			
Night Allowance (Within Germany)/Uebernachtungsgeld						Night Allowance (Outside GormanV)/Uebernachtungsgeld (Ausland):																													
City/Ort: _____ DM _____						Country, City/Land, Ort: _____ DM _____																													
City/Ort: _____ DM _____						Country, City/Land, Ort: _____ DM _____																													
Day Allowance Authorized for Travel Outside Germany/Genehmigtes Tagegeld bei Auslandsreise																																			
Country, City/Land, Ort _____ DM _____																																			
4. Remarks/Bemerkungen: _____ _____ _____																																			
5. Date/Datum (Today's Date)				Supervisor's Name/Name des (der) Vorgesetzten (Unit)				Signature/Unterschrift																											
6. To be completed by RMO Travel Order No. 																																			
The following fund cite is the same as employee's payroll fund cite Yes <input type="checkbox"/> No <input type="checkbox"/>																																			
Accounting Classification																																			
AF		APPR SYMBOL 		LIMITATION 		EOR 		APC 		FISCAL STAT 																									
NAF		WORK CTR CD 		MILCOM 																															
Date (Date Processed)				Signature of Resource Management Officer (RMO)																															
7. Travel Advance Requested/Reisekostenvorschuss wird beantragt																																			
Date/Datum				Signature of Traveler/Unterschrift des Reisenden																															

GERMAN TRAVEL EXPENSE VOUCHER/REISEKOSTENABRECHNUNG
(USAREUR REG 690-69)

1. Meals/Quarters/Travel/Verpflegung/Unterkunft/Transportmittel

a. Free Meals and Quarters/Freie Verpflegung und Unterkunft

F = Breakfast/Fruehstueck - 15%	K = Cold Food/Kaltverpflegung
M = Lunch/Mittagessen -30%	U = Lodging/Uebomachtung
A = Dinner/Abandessen 30%	

F = Breakfast/Fruehstueck - 15%	K = Cold Food/Kaltverpflegung
M = Lunch/Mittagessen -30%	U = Lodging/Uebomachtung
A = Dinner/Abendessen 30%	

b. Mode of Travel/Transportmittel

POV = Privately Owned Vehicle/Eigener PKW
GV = Government Vehicle/Dienstfahrzeug
R = Railway/Bahn A = Air/Flugzeug

POV	=	Privately Owned Vehicle/Eigener PKW
GV	=	Government Vehicle/Dienstfahrzeug
R	=	Railway/Bahn
A	=	Air/Flugzeug

2. Itinerary/Reiseverlauf

[illegible]

3. Receipts/Belege

Receipt No./ Beleg-Nr.	Date/ Datum	Type of Expense/ Art der Kosten	Amount/ Betrag	Receipt No/ Beleg-Nr.	Date/ Datum	Type of Expense/ Art der Kosten	Amount/ Betrag
1 .				6.			
2.				7.			
3.				8.			
4.				9.			
5.				10.			
Subtotal/Zwischensumme:			DM	Total/Gesamtbetrag:			DM

4. I hereby certify that my travel and expense statement is just and true in all respects and that the itinerary and expenses were necessary in the performance of my duties./Ich erkläre, dass meine Reise- und -kostenangaben wahrheitsgemäss und richtig sind; dass Reiseverlauf und -kosten zur Erledigung meiner Dienstgeschäfte unbedingt erforderlich waren.

Date/Datum	Signature of Traveler/Unterschrift des Reisenden
------------	--------------------------------------------------

5. Stated itinerary and expenses were necessary in the performance of official duty. Payment of travel expense compensation is authorized./Reiseverlauf und -kosten waren zur Erledigung des Dienstgeschaeftes erforderlich. Zahlung der Reisekostenverguetung ist genehmigt.

Date/Datum	Name of Supervisor/Name des/der Vorgesetzten	Signature/Unterschrift
------------	----------------------------------------------	------------------------

SUPPLEMENTAL TRAVEL ORDER/ZUSATZ ZUR DIENSTREISEANORDNUNG (USAREUR REG, 690-69)									
1. ODC No./Firmennummer 					Employee No./Personalnummer 				
Last Name, First Name/Name, Vornamen:					Grade/Eingruppierung:		Telephone No./Telefon-Nr:		
Duration of Travel/Dauer der Reise - From/Von					To/Bis				
<div style="display: flex; justify-content: space-around;"> D D M M Y Y </div>					<div style="display: flex; justify-content: space-around;"> 0 D M M Y Y </div>				
Itinerary/Reiseroute - From/Von: _____					To/Nach: _____				
From/Von: _____					To/Nach: _____				
2. Travel Advance Assessment Basis/Reisekostenvorschuss-Berechnungsgrundlage									
<input type="checkbox"/> Free Meals/Freie Verpflegung <input type="checkbox"/> Partial Board/Teil Verpflegung <input type="checkbox"/> Full Board/Vollverpflegung <input type="checkbox"/> POV/Privat-PKW Approx number of/Voraussichtliche Anzahl von km: _____ <input type="checkbox"/> Passenger(s)/Mittfahrer Name (Last, First) of passengers/Name, Vornamen des/der Mitfahrer(s): _____					<input type="checkbox"/> Huts/Barackenunterkunft. <input type="checkbox"/> BOQ/Unterkunft fuer alleinstehende <input type="checkbox"/> Cold Food/Kaltverpflegung <input type="checkbox"/> Return to Family Domicile/Familienheimfahrt <input type="checkbox"/> Commuting Daily/Taegliche Rueckfahrt				
<input type="checkbox"/> Government Vehicle/Dienstfahrzeug Taxi <input type="checkbox"/> <input type="checkbox"/> Rental Car/Mietwagen <input type="checkbox"/> Rail/Bahn Military Ticket/Militaerfahrkarte: Yes/Ja <input type="checkbox"/> No/Nein <input type="checkbox"/> <input type="checkbox"/> Sleeper/Schlafwagen - one way/Einfach <input type="checkbox"/> Sleeper/Schlafwagen - Both ways/Rueckfahrkarte <input type="checkbox"/> Air/Flugzeug Military Ticket/Militaerflugschein Yes/Ja <input type="checkbox"/> No/Nein <input type="checkbox"/>					Hotel as directed/Hotel wieeingeordnet Yes/Ja <input type="checkbox"/> No/Nein <input type="checkbox"/> Free Quarters/Fraie Unterkunft Occupancy up to two persons/Selegung n-wit bis zu zwei Personen ____ Occupancy more than two/Mahrbettzimmer				
3. Authorized Travel Allowance/Genehmigtes Reisegeld									
Night Allowance (Within Germany)/Uebernachtungsgeld					Night Allowance (Outside Germany)/Uebernachtungsgeld (Ausland):				
City/Ort: _____ DM _____					Country, City/Land, Ort: _____ DM _____				
City/Ort: _____ DM _____					Country, City/Land, Ort: _____ DM _____				
Day Allowance Authorized for Travel Outside Germany/Genehmigtes Tagegeld bei Auslandsreise									
Country, City/Land, Ort _____ DM _____									
4. Remarks/Bemerkungen: _____									

5. Date/Datum			Supervisor's Name/Name des (der) Vorgesetzten				Signature/Unterschrift		
6. To be completed by RMO Travel Order No. 									
The following fund cite is the same as employee's payroll fund cite Yes <input type="checkbox"/> No <input type="checkbox"/>									
Accounting Classification									
<div style="display: flex; justify-content: space-around;"> <div> APPR SYMBOL <div style="display: flex; justify-content: space-around;"> AF </div> </div> <div> LIMITATION <div style="display: flex; justify-content: space-around;"> </div> </div> <div> EOR <div style="display: flex; justify-content: space-around;"> </div> </div> <div> APC <div style="display: flex; justify-content: space-around;"> </div> </div> <div> FISCAL STAT <div style="display: flex; justify-content: space-around;"> </div> </div> </div>									
<div style="display: flex; justify-content: space-around;"> <div> WORK CTR CD <div style="display: flex; justify-content: space-around;"> NAF </div> </div> <div> MILCOM <div style="display: flex; justify-content: space-around;"> </div> </div> </div>									
Date				Signature of Resource Management Officer					
7. Travel Advance Requested/Reisekostenvorschuss wird beantragt									
Date/Datum				Signature of Traveler/Unterschrift des Reisenden					

INSTRUCTIONS FOR COMPLETION OF AE FORM 690-69A AND 690-69B

GENERAL

Before travel, the AE Form 690-69A (Supplemental Travel Order/Zusatz zur Dienstreiseanordnung) will be completed by the employee, signed by the supervisor, and submitted to the appropriate resource management office (RMO) with the travel order (DD Form 1610, Request and Authorization for Travel of DoD Personnel). The RMO will complete item 6 and verify by signature that all entries on AE Form 690-69A coincide with time on DD Form 1610. To request a travel advance, the employee will sign in item 7 and forward the original to the Office of Defense Costs (ODC) for payment. The copy will be retained by the employee until completion of duty travel, at which time the AE Form 690-69B (German Travel Expense Voucher/Reisekostenabrechnung) will be completed to claim reimbursement for travel expenses. In accordance with CTA 11, appendix R-1, paragraph 4e, the employee will submit the claim for travel expense reimbursement without delay. Employees serviced by the Kaiserslautern or Pirmasens payroll office will submit their claims to: Amt fuer Verteidigungslasten, Richard-Wagner-Strasse 1, 67655 Kaiserslautern. If no travel advance was requested, the first page (original) will be detached before completing of the travel expense voucher.

COMPLETION OF AE FORM 690-69A

- Item 1 : The ODC number and employee number may be obtained from the organization's timekeeper. The date will be entered in sequence of day, month, year.
- Item 2: Check all applicable blocks.
- Item 3: For travel outside Germany, enter country, location, and DM amounts of the applicable JTR rates for night allowance and day allowance (JTR rates and current conversion rate may be obtained from the U.S. finance office).
- Item 4: Remarks.
- Item 5: Date, name, and supervisor's signature.
- Item 6: To be completed and signed by the resource management officer.
- Item 7: Complete only if travel advance requested.

COMPLETION OF AE FORM 690-69B

- Item 1: Explanation of abbreviations in item 1 to be entered in item 2.
- Item 2: Itinerary.
 - Departure/Arrival: Enter date and time consecutively from beginning to travel completion.
 - Location: List each location/arrival from point of beginning, destinations, and completion of duty travel as authorized on DD Form 1610.
 - Hour/Border Crossing: If travel was performed on land indicate actual time border was crossed. For travel by air enter the time of arrival in other country.
 - Free meals: Enter the number of free meals for each type listed, whenever applicable. Explanation for abbreviations are listed in item 1 a.
 - Free lodging: Type of quarters will be determined IAW CTA 11, appendix R-11, paragraph 3c(2), and implementing instructions to it. Enter number of overnight stays and free quarters. Service charge paid by employees for BOQ will be listed for reimbursement in item 3.
 - Mode of travel: Enter the appropriate abbreviation listed in item 1b.
 - Stop over: List dates and time when travel was interrupted and enter the reason for the stop over.
 - Total Km/POV: Kilometers will be paid only if use of POV was authorized on travel order (DD Form 1610) and the authorization was indicated on the travel request.
- Item 3: Receipts: Enter incidental expenses that were necessary in connection with duty travel. Costs must be documented by receipts, if they exceed DM 10. Taxi fares will be documented in every case.
- Items 4 & 5: Personal signature of traveler and supervisor always are required.

Figure 17c

13 July 2001**3d Corps Support Command Pam 37-2**

ALLGEMEINES

Vor Antritt der Dienstreise ist das Formblatt AE Form 690-69A (Supplemental Travel Order/Zusatz zur Dienstreiseanordnung) vom Arbeitnehmer auszufüllen, vom Vorgesetzten zu unterschreiben und zusammen mit DD Form 1610, Request and Authorization for Travel of DOD Personnel, an des zuständige Resource Management Office (RMO) weiterzuleiten. Des RMO vervollständigt Spalte 6 und bestaetigt mit der Unterschrift, dass alle Angaben auf AE Form 690-69A mit denen auf DD Form 1610 uebereinstimmen. Um einen Reisekostenvorschuss zu beantragen, unterschreibt der Arbeitnehmer in Spalte 7 und leitet das Original an das Amt fuer Verteidigungslastan (AVL) zwecks Zahlung weiter. Die Kopie verbleibt bei dem Arbeitnehmer bis nach Beendigung der Dienstreise. Zu diesem Zeitpunkt wird AE Form 690-69B (German Travel Expense Voucher/Reisekostenabrechnung) ausgefüllt, um die Erstattung der Reisekosten geltend zu machen. Gemaess Anhang R-1, Ziffer 4e, TVAL 11 hat der Arbeitnehmer seinen Anspruch auf Reisekostenerstattung unverzueglich geltend zu machen. Arbeitnehmer, die von den Lohnstellen Kaiserslautern oder Pirmasens abgerechnet werden, senden ihre Reisekostenabrechnung an das Amt fuer Verteidigungslasten, Richard-Wagner-Strasse 1, 67655 Kaiserslautern. Falls kein Reisekostenvorschuss beantragt wurde, ist die erste Seite des Formblattes (Original) abzutrennen, bevor die Reisekostenabrechnung (AE Form 690-69B) ausgefüllt wird.

AUSFUELLEN VON AE FORM 690-69A

Spalte 1: Die Firmen-Nr. und Personal-Nr. koennen beim zustaeendigen Zeitlistenfuehrer eingeholt werden. Des Datum wird in der Reihenfolge Tag, Monat, Jahr eingetragen.

Spalte 2: Zutreffendes ist anzukreuzen.

Spalte 3: Bei Auslandsreisen sind das Land, der Ort und die DM-Betraege der entsprechenden JTR-Saetze fuer Uebernachtungsgeld und Tagegeld einzutragen (die JTR-Saetze sowie der jeweils gueltige Umrechnungskurs koennen vom zustaeendigen U.S. finance office eingeholt werden).

Spalte 4: Bernerkungen.

Spalte 5: Datum, Name und Unterschrift desVorgesetzten.

Spalte 6: Vom zustaeendigen Sachboarbeiter im RMO zu vervollstoendigen und zu unterschreiben.

Spalte 7: Nur auszufuellen, wann ein Reisekostenvorschuss beantragt wird.

AUSFUELLEN VON AE Form 690-69B

Spalte 1: Erklaerung der Abkuerzungen in Spalte 1, die in Spalte 2 einzutragen sind.

Spalte 2: Reiseablauf.

Abfahrt/Ankunft: Datum und Uhrzeit, angefangen mit Reisebeginn bis zur Beendigung, sind fortlaufend einzutragen.

Ort: Aufzufuehren sind alle Abfahrts-und Ankunftsorte mit Zeitpunkt des Reiseantritts, Erreichen des Reisezieles und der Beendigung der Raise, wie im Formblatt DD 1610 verfuegt.

Uhrzeit/Grenzuebertritt: Erfolgte die Reise ueber Land, so ist die tatsaechliche Uhrzeit des Grenzuebertritts anzugeben. Bei Flugreisen ist die Ankunft am auslaendischen Flughafen einzutragen.

Freie Verpflegung: Die Anzahl der Mahlzeiten ist bei den entsprechenden Abkuerzungen anzugeben.

Erklaerung der Abkuerzungen s. Spalte 1 a.

Freie Unterkunft: Die Art der Unterkunft ist nach R-111, Ziffer 3c(2), TVAL 11 und den .Durchfuehrungsbestimmungen hierzu zu bestimmen. Bei Uebernachtungen,in BOQs sind Beleg-Nr. und Betrag in Spalte 3 aufzufuehren.

Transportmittel: Die zutreffenden Abkuerzungen in Spalte.1b sind hier einzutragen.

Reiseunterbrechung: Datum, Uhrzeit und der Grund fuer die Unterbrechung sind hier anzugeben.

Gesamt-km/PKW: Kilometergeld wird nur gezahlt, wenn die Benutzung eines Privatfahrzeuges auf der Dienstreiseanordnung (DO Form 1610) genehmigt und im Reiseantrag angegeben wurde.

Spalte 3: Belege: Einzutragen sind Nebenkosten, die im Zusammenhang mit der Dienstreise erforderlich waren.

Kosten von mehr als 10 DM sind zu belegen. Taxifahrtkosten sind in jedem Falle nachzuweisen.

Spalten 4 und 5: Die persoenliche Unterschrift des Reisenden und die des Vorgesetzten sind immer erforderlich.

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) See Attached Sheet				3. SOCIAL SECURITY NUMBER See Attached Sheet				4. POSITION TITLE AND GRADE/RATING See Attached Sheet			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Warner Barracks, Bamberg, GE						6. ORGANIZATIONAL ELEMENT 317th Maint. Co. APO AE 09139			7. DUTY PHONE NUMBER (Include Area Code) 379-0000		
8. TYPE OF ORDERS TDY			9. TDY PURPOSE (See JTR, Appendix H) To conduct SARR-O Information Brief			10a. APPROX. NO. OF TDY DAYS (Including travel time) 5			b. PROCEED DATE (YYYYMMDD) 20010508		
11. ITINERARY From: Warner Barracks, Bamberg, GE To: Wiesbaden Army Airfield, Wiesbaden, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
					X					RATE PER MILE: _____	
AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters are available at no cost to the traveler. Government breakfast is available. Proportional meal rate applies. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 18

13 July 2001

3d Corps Support Command Pam 37-2

Attachment to travel order:

<u>Rank</u>	<u>Name</u>	<u>Unit</u>	<u>SSN</u>	<u>Government Cr. Cd.</u>
1LT	Doe, John A.	317 th Maint. Co.	111-11-1111	Yes
MSG	Smith, Mary B.	317 th Maint. Co.	222-22-2222	Yes
SGT	Jones, Allen C.	317 th Maint. Co.	333-33-3333	Yes
SPC	Brown, Ann D.	317 th Maint. Co.	444-44-4444	No

Figure 18a

13 July 2001

3d Corps Support Command Pam 37-2

REQUEST AND AUTHORIZATION FOR TDY TRAVEL OF DOD PERSONNEL (Reference: Joint Travel Regulations (JTR), Chapter 3) (Read Privacy Act Statement on back before completing form.)										1. DATE OF REQUEST (YYYYMMDD) (Today's Date)	
REQUEST FOR OFFICIAL TRAVEL											
2. NAME (Last, First, Middle Initial) See Attached Sheet				3. SOCIAL SECURITY NUMBER See Attached Sheet				4. POSITION TITLE AND GRADE/RATING See Attached Sheet			
5. LOCATION OF PERMANENT DUTY STATION (PDS) Warner Barracks, Bamberg, GE						6. ORGANIZATIONAL ELEMENT 317th Maint. Co. APO AE 09139			7. DUTY PHONE NUMBER (Include Area Code) 379-0000		
8. TYPE OF ORDERS GROUP TDY			9. TDY PURPOSE (See JTR, Appendix H) To conduct Maintenance Support Team (MST) duties.				10a. APPROX. NO. OF TDY DAYS (Including travel time) 4			b. PROCEED DATE (YYYYMMDD) 20010508	
11. ITINERARY From: Warner Barracks, Bamberg, GE To: Pioneer Kaserne, Hanau, GE and return											
12. TRANSPORTATION MODE											
a. COMMERCIAL				b. GOVERNMENT				c. LOCAL TRANSPORTATION			
RAIL	AIR	BUS	SHIP	AIR	VEHICLE	SHIP	CAR RENTAL	TAXI	OTHER	PRIVATELY OWNED CONVEYANCE (Check one)	
					X					RATE PER MILE: _____	
AS DETERMINED BY APPROPRIATE TRANSPORTATION OFFICER (Overseas Travel only)										ADVANTAGEOUS TO THE GOVERNMENT MILEAGE REIMBURSEMENT AND PER DIEM IS LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER TRANSPORTATION AND PER DIEM AS DETERMINED AND TRAVEL TIME AS LIMITED PER JTR	
13. <input checked="" type="checkbox"/> a. PER DIEM AUTHORIZED IN ACCORDANCE WITH JTR. <input type="checkbox"/> b. OTHER RATE OF PER DIEM (Specify)											
14. ESTIMATED COST										15. ADVANCE AUTHORIZED	
a. PER DIEM \$			b. TRAVEL \$			c. OTHER \$			d. TOTAL \$		\$
16. REMARKS (Use this space for special requirements, leave, excess baggage, accommodations, registration fees, etc.) You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters are available at no cost to the traveler. Government meals are available and directed. Travel is performed under Group Travel per JFTR Vol. q, chap 4, par. U4000. No per diem is authorized for first and last day of travel. Reimbursement is limited to full duty days at duty location. (NOTE: TDY coordinators MUST ascertain the availability or non-availability of quarters and meals prior to order issuance.)											
17. TRAVEL-REQUESTING OFFICIAL (Title and signature) (Per Unit SOP)						18. TRAVEL-APPROVING/DIRECTING OFFICIAL (Title and signature) (Per Unit SOP)					
AUTHORIZATION											
19. ACCOUNTING CITATION (RMO)											
20. AUTHORIZING/ORDER-ISSUING OFFICIAL (Title and signature) (RMO)								21. DATE ISSUED (YYYYMMDD) (RMO)			
								22. TRAVEL ORDER NUMBER (RMO)			

DD FORM 1610, JAN 2001

PREVIOUS EDITION IS OBSOLETE.

Figure 19

13 July 2001

3d Corps Support Command Pam 37-2

Attachment to travel

order:

<u>Rank</u>	<u>SSN</u>	<u>Government Cr. Cd.</u>	<u>Name</u>	<u>Unit</u>	
SPC		Doe, Jane A.	317 th Maint. Co.	111-11-1111	No
MSG		Smith, Mary B.	317 th Maint. Co.	222-22-2222	Yes
SGT		Jones, Brian C.	317 th Maint. Co.	333-33-3333	Yes
SPC		Brown, Allen D.	317 th Maint. Co.	444-44-4444	No

Figure 19a

Appendix A

Instructions for Completion of DD Form 1610

1. Complete DD Form 1610 IAW the following instructions.

<u>Item</u>	<u>Information</u>
--------------------	---------------------------

Block 1: Date of request.

Block 2: Last Name, First Name, Middle Initial and Social Security Number.

Block 3: Position Title and Grade or Rank.

Block 4: Official Station (where your unit is located).

Block 5: Complete Unit Address, Company and Battalion.

Block 6: Traveler's Unit Phone Number.

Block 7: Type of Orders.

a. Confirmatory TDY. Orders submitted after travel occurred. If travel order is submitted after travel is completed, a properly prepared and reviewed DD Form 1351 -2 must be attached to the travel order.

b. Amendment of TDY Orders. Alters or corrects information on the original TDY.

c. Group TDY Orders. Uses the DD Form 1610 as a cover sheet for two or more personnel traveling to the same location, purpose, time frame and travel mode.

d. Cancellation of TDY orders. The TDY was not executed. Cancellation of TDY order can be accomplished by: (Writing "CANCELLED" across the front of the original funded TDY, initial and date, and returning the original to Budget Division).

e. Repeated Travel Orders. Issued for a 30 day time period for selected personnel who travel to the same location on a repetitive time schedule.

f. Blanket Travel Orders. Approved only by the Chief of Staff for personnel who are required to travel away from their permanent duty stations (PDS) at the direction of the commander.

Block 8: Security Clearance.

13 July 2001

3d Corps Support Command Pam 37-2

Block 9: Purpose of TDY to include the dates. Specifically, describe the TDY (i.e., Non-Medical Attendant; Maine Dragon; Schools; etc.).

Block 10:

- a. The number of days is the duration of the TDY to include travel time.
- b. List the proceed date of the TDY from PDS.

Block 11: Itinerary (From, To and Return). The “FROM” and “TO” must state the exact military installation and city. If the TDY site is not at or close to a military installation provide the city name only.

Block 12: Mode of Transportation. If POC mark “More Advantageous To the Government.”

Block 13: Check per diem authorization. For Local Nationals mark other rate of per diem and type in “Per USAREUR Reg. “690-69.”

Block 14: Leave Blank.

Block 15: Leave Blank.

Block 16: Complete with one of the following samples:

- a. Normal TDY when government facilities are available:

“You will submit a travel settlement voucher, DA 1351-2, within five (5) days of completion of travel to your local finance office. Government quarters and meals are available and directed.”

Note: “For the preparation of Local Nationals orders see figure 17”

- b. When government meals are not available:

Remove the phrase, “Government quarters and meals are available and directed.” Insert: “Government quarters are available and directed.” (Proportional meal rate authorized) or (Government meals are not available).” Proportional meal rate authorized should be followed by a supporting statement i.e.: “Government meal not available for the lunch meal.” Ref. Par 5h.

c. Required in Block 16

(1) "Government Travel Charge Card (type yes or no)" whichever applies

(2) "No advance pay authorized." **Exception:** Travel advance pay is only authorized for newly assigned personnel who show proof that a Government Credit Travel Card has been applied for. A copy of the credit card application must be attached to submitted DD 1610.

d. Leave in conjunction with TDY: Add the phrase, "Leave is authorized in conjunction with TDY from (date) to (date)."

e. Rental Car Authorized: Add the phrase, "Rental car is authorized."

Note:

(1) Rental vehicles are to be utilized when more cost effective than POV and when no government vehicles are available. Government Sixt Rental Agency must be used and SM must inform Sixt Rental that he/she is on Official Business for 3D COSCOM.

(2) Rental cars require Chief of Staff approval.

f. Commercial Air Authorized: Add the phrase, "Traveler will utilize U.S. flag carriers only and must request tickets through the government contracted ticket office." i.e. SATO Travel

Block 17: Requesting Official.

Block 18: Signature block and signature of the commander or designated representative. Travel outside of Germany requires the Chief of Staff signature.

Block 19 - 22: Leave blank.

2. ADDITIONAL INSTRUCTIONS: This section contains statements which may be included as a response to the "Additional Instructions" lead line of travel orders and block 16 of DD Form 1610. The applicable Joint Federal Travel Regulation (JFTR) reference follows the comment.

a. "Travel by privately owned conveyance is authorized as more advantageous to the Government." (See paragraph U3305 JFTR).

b. "You are authorized use of special conveyance." (See paragraph U3415 JFTR).

c. "You are authorized to make changes in above itinerary and to proceed to additional places as may be necessary to accomplish this mission." (See paragraph U2135, JFTR)

13 July 2001

3d Corps Support Command Pam 37-2

- d.** “Excess baggage of pounds is authorized.”
- e.** “You will submit a travel voucher for this travel to the custodian of your finance record within 5 days after completion of travel.” (See AR 37-106)
- f.** “You are authorized to hand carry classified material during this trip.” (See Section 3, chapter VIII, AR 380-5)
- g.** “NLT three (3) days after receiving your TDY settlement, a copy of your paid travel voucher summary must be submitted to 3D COSCOM Budget Office.”
- h.** “Travel is performed under Group Travel per JFTR Vol.1, Chap 4, Para U4000. Reimbursement is limited to full duty days at duty location. No per diem is payable on travel days.”

Appendix B

Special Checklist For Review Of Completed DD Form 1610

1. Block 9 (Purpose of TDY).

☐ Mission requires physical presence of individual(s) at itinerary location(s).

☐ Number of travelers is consistent with related factors of technical complexity, performance milestones or prescribed attendance.

2. Block 10a (Approximate Number of Days TDY).

☐ The number of days are minimized to the number required for mission accomplishment. Ensure to eliminate unproductive TDY on weekends and holidays.

3. Block 11 (Itinerary)

☐ Justification for variation has been signed by the requesting or approving official and attached to the order.

☐ Military installations are shown as place of TDY when appropriate (with impact on use of quarters).

4. Block 12 and 15 (Mode of Transportation and Estimated Costs).

☐ Costs for travel arrangements are based on estimates provided by the official government contracted travel agency.

☐ If privately owned conveyance (POC) is authorized, the cost must not increase government costs over other practical transportation.

☐ Per diem supports realistic number of days.

☐ Advance authorized supports realistic cost estimates and whether traveler has government travel charge card (i.e. VISA).

5. Block 16 (Remarks).

☐ Rental car authorization is consistent with need for local travel at TDY location, realities of public transportation, cost of taxi service, and number of travelers.

☐ Exceptions such as “use of existing government facilities would adversely effect the performance of the assigned mission” can be justified.

13 July 2001

3d Corps Support Command Pam 37-2

[] Special authorization for travel advance, taxi, extra baggage, etc., can be justified.

[] Government Transportation Request (GTR) costs are shown, if “POV as more advantageous to the government” is not authorized.

6. Block 17 through 18 (Reference para 11b & 11c).

[] Officials who can request and approve TDY orders are formally designated.

7. Blocks 19-22 Budget Division Responsibility.

Appendix C

Normal TDY Order Processing Matrix

TYPE OF TDY ORDERS DD FORM 1610	REQUESTING OFFICIAL (BLOCK 17)	APPROVING OFFICIAL (BLOCK 18)	SUBMIT ORDER DIRECTLY TO	SUSPENSE (DAYS PRIOR TO PICKUP)
NORMAL MISSION REQUIRED TRAVEL IN GERMANY	SOLDIER'S SUPERVISOR OR UNIT TDY COORDINATOR	BRIGADE XO OR SEPARATE BATTALION COMMANDER	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	5 DAYS PRIOR
MISSION REQUIRED TRAVEL OUTSIDE GERMANY	SOLDIER'S SUPERVISOR OR UNIT TDY COORDINATOR	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	7 DAYS PRIOR
STAFF PRINCIPAL TRAVEL IN GERMANY	STAFF PRINCIPAL OR TDY COORDINATOR	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	5 DAYS PRIOR
STAFF PRINCIPAL TRAVEL OUTSIDE GERMANY	STAFF PRINCIPAL OR TDY COORDINATOR	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	7 DAYS PRIOR
GROUP COMMANDERS IN/OUT OF GERMANY	GROUP COMMANDER OR TDY COORDINATOR	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	5 DAYS IN COUNTRY; 7 DAYS OUT OF COUNTRY

13 July 2001

3d Corps Support Command Pam 37-2

**Training TDY Order Processing Matrix
(With List of MTSA Schools)**

TYPE OF TDY ORDERS DD FORM 1610	REQUESTING OFFICIAL (BLOCK 17)	APPROVING OFFICIAL (BLOCK 18)	SUBMIT ORDER DIRECTLY TO	SUBMIT ORDER NEXT TO
SCHOOLS REQUEST (OCONUS)	SCHOOLS NCO	COMMANDER OR DESIGNATED REPRESENTATIVE	* HQ, 3D COSCOM G-3 TRAINING	* OFFICE OF DIRECTOR 7th ATC SCHOOLS
SCHOOLS REQUEST (CONUS)	SCHOOLS NCO	CHIEF OF STAFF	* HQ, 3D COSCOM G-3 TRAINING	* OFFICE OF DIRECTOR 7th ATC SCHOOLS

* See the following pages for the lists of approved 7th ATC courses. POC for G-3 training is
DSN: 337-5137/5658, FAX: 337-6138/5039.

13 July 2001

3d Corps Support Command Pam 37-2

TDYENR2

	SCHOOL	COURSE NUMBER	PH	COURSE TITLE	WKS	DYS
011	AVIATION SCH, FT RUCKER	2C-ASIH3		AC SURVIVABILITY EQUIP/ELECTRO	2	0
011	AVIATION SCH, FT RUCKER	2C-F51/4D-ASIH2/600-ASIQ2		AVIATION LIFE SUPPORT EQUIPMEN	5	2
011	AVIATION SCH, FT RUCKER	2C-F76/2C-SQIF (CT)		ROTARY WING INSTRUMENT FLIGHT	7	3
011	AVIATION SCH, FT RUCKER	2C-15D/4D-F6		AVIATION MAINTENANCE MANAGER	9	3
011	AVIATION SCH, FT RUCKER	222-93C10		AIR TRAFFIC CONTROL OPERATOR	11	0
011	AVIATION SCH, FT RUCKER	4D-SIG6/SQIG (AH-64)		AH-64 MAINTENANCE TEST PILOT	5	3
011	AVIATION SCH, FT RUCKER	4D-SIG6/SQIG (CH-47D)		CH-47D MAINTENANCE TEST PILOT	3	3
011	AVIATION SCH, FT RUCKER	4D-SIG6/SQIG (OH-58A/C)		OH-58A/C MAINTENANCE TEST PILO	3	2
011	AVIATION SCH, FT RUCKER	4D-SIG6/SQIG (OH-58D)		OH-58D WARRIOR MAINTENANCE TES	5	2
011	AVIATION SCH, FT RUCKER	4D-SIG6/SQIG (UH-1)		UH-1 MAINTENANCE TEST PILOT	3	3
011	AVIATION SCH, FT RUCKER	4D-SIG6/SQIG (UH-60)		UH-60 MAINTENANCE TEST PILOT	4	0
011	AVIATION SCH, FT RUCKER	556-93P10		AVIATION OPERATIONS SPECIALIST	6	0
011	AVIATION SCH, FT RUCKER	600-ASIN1		CH-47D FLIGHT ENGINEER INSTRU	6	1
011	AVIATION SCH, FT RUCKER	600-67N10		UH-1 HELICOPTER REPAIRER	10	0
011	AVIATION SCH, FT RUCKER	600-67V10 (OH-58)		OBSERVATION/SCOUT HELICOPTER R	9	0
012	AR SAFETY CTR FT RUCKER	7K-F12		AVIATION SAFETY OFFICER COURSE	5	0
012	AR SAFETY CTR FT RUCKER	7K-F13		AVIATION ACCIDENT PREVENTION	2	0
012	AR SAFETY CTR FT RUCKER	7K-F18	2	AVIATION SAFETY OFFICER COURSE	2	0
015	ARMY IG SCHOOL	DAIG		INSPECTOR GENERAL	3	0
031	CHEM SCH, FT MCCLELLAN	4K-F10/494-ASIL5		NUCLEAR, BIOLOGICAL, CHEMICAL	5	1
031	CHEM SCH, FT MCCLELLAN	4K-F9/494-F15		BIOLOGICAL INTEGRATED DETECTIO	5	0
052	A NAVAL CONSTRUCTION BN CTR	A-710-0010		STRUCTURES (51B10)	7	3
061	FLD ARTILLERY SCH, SILL	041-ASIU6		FIELD ARTILLERY WEAPONS MAINT	3	0
061	FLD ARTILLERY SCH, SILL	042-13M10 (F)		TATS MULTIPLE LAUNCH ROCKET SY	5	0
061	FLD ARTILLERY SCH, SILL	043-13P10 (F)		TATS MLRS FIRE DIRECTION SPECI	12	3
061	FLD ARTILLERY SCH, SILL	104-35C10	2	SURVEILLANCE RADAR REPAIRER	10	2
061	FLD ARTILLERY SCH, SILL	121-35M10	2	RADAR REPAIRER	22	1
061	FLD ARTILLERY SCH, SILL	2E-F182/250-ASIY1/ASIF9		ADVANCED FA TACTICAL DATA SYST	5	0
061	FLD ARTILLERY SCH, SILL	2E-SI5H-A/250-F44		NUCLEAR TARGET ANALYSIS	1	0
061	FLD ARTILLERY SCH, SILL	221-13R10		FIELD ARTILLERY FIREFINDER RAD	10	1
061	FLD ARTILLERY SCH, SILL	250-13C10 (F)		TATS AUTOMATED FIRE SPT SYS SP	4	0
061	FLD ARTILLERY SCH, SILL	250-13E10 (F)		TATS CANNON FIRE DIRECTION SPE	6	4
061	FLD ARTILLERY SCH, SILL	250-13F10 (F)		TATS FIRE SUPPORT SPECIALIST	7	2

TDYENR2

061	FLD ARTILLERY SCH, SILL	412-82C10	FIELD ARTILLERY SURVEYOR	9	4
061	FLD ARTILLERY SCH, SILL	420-ASIH1 (F)	TATS MET EQUIP MAINT - MET DAT	10	0
071	INFANTRY SCH, FT BENNING	010-ASIB4	SNIPER	5	0
071	INFANTRY SCH, FT BENNING	010-ASIJ3	BRADLEY INF FIGHTING VEH SYS M	12	0
071	INFANTRY SCH, FT BENNING	010-ASIS1	TOW MASTER GUNNER	4	0
071	INFANTRY SCH, FT BENNING	2E-SI3X/010-F5	BRADLEY FIGHTING VEHICLE LEADE	7	0
071	INFANTRY SCH, FT BENNING	2E-SI3Z/010-F1	INFANTRY MORTAR LEADER	5	4
071	INFANTRY SCH, FT BENNING	2E-SI5P/SQ17/011-SQIP	AIRBORNE	3	0
071	INFANTRY SCH, FT BENNING	2E-SI5Q/011-ASIF7	PATHFINDER	3	0
071	INFANTRY SCH, FT BENNING	2E-SI5S-5R/011-SQIV-G	RANGER	8	5
091	ORDNANCE SCH, APG	113-ASIK4 (45G)	M1A2 TANK OPERATIONS & MAINTEN	2	3
091	ORDNANCE SCH, APG	610-63G10	FUEL AND ELECTRICAL SYSTEMS RE	12	2
091	ORDNANCE SCH, APG	610-63W10	WHEEL VEHICLE REPAIRER	13	0
091	ORDNANCE SCH, APG	611-ASIH8 (63D/H/W/Y)	TRACK & WHEEL VEH RECOVERY SPE	4	2
091	ORDNANCE SCH, APG	611-63D10	SELF-PROPELLED FA SYSTEM MECHA	9	3
091	ORDNANCE SCH, APG	611-63H10	TRACK VEHICLE REPAIRER	15	1
091	ORDNANCE SCH, APG	611-63Y10	TRACK VEHICLE MECHANIC	11	1
091	ORDNANCE SCH, APG	641-45B10	SMALL ARMS/TOWED ARTILLERY REP	12	2
091	ORDNANCE SCH, APG	642-45D10	SELF-PROPELLED FA TURRET MECHA	8	2
091	ORDNANCE SCH, APG	643-ASIK4 (45K)	M1A2 TANK OPERATIONS & MAINTEN	2	3
091	ORDNANCE SCH, APG	643-45K10	ARMAMENT REPAIRER	18	2
091	ORDNANCE SCH, APG	662-ASIC9	DS/GS HYDRAULIC-PNEUMATIC MAST	4	2
091	ORDNANCE SCH, APG	662-52C10	UTILITIES EQUIPMENT REPAIRER	12	0
091	ORDNANCE SCH, APG	662-52D10	POWER GENERATION EQUIPMENT REP	13	1
091	ORDNANCE SCH, APG	662-52F10	TURBINE ENGINE DRIVEN GENERATO	10	1
091	ORDNANCE SCH, APG	690-63J10	QUARTERMASTER/CHEMICAL EQUIPME	11	0
091	ORDNANCE SCH, APG	702-44E10	MACHINIST	13	3
091	ORDNANCE SCH, APG	704-44B10	METAL WORKER	12	3
093	MSL & MUNITIONS SCH, REDS	104-35C10	1 SURVEILLANCE RADAR REPAIRER	9	3
093	MSL & MUNITIONS SCH, REDS	121-ASIJ9	EQUIP OPN/MAINT TEST SET GUIDE	3	4
093	MSL & MUNITIONS SCH, REDS	121-27M10	MULTIPLE LAUNCH ROCKET SYSTEM	15	4
093	MSL & MUNITIONS SCH, REDS	121-27T10	AVENGER SYSTEM REPAIRER	15	3
093	MSL & MUNITIONS SCH, REDS	121-27X2/3/4	1 PATRIOT SYSTEM REPAIRER	17	2
093	MSL & MUNITIONS SCH, REDS	121-35B10	LAND COMBAT SUPPORT SYSTEM TES	19	1
093	MSL & MUNITIONS SCH, REDS	121-35M10	1 RADAR REPAIRER	11	2

TDYENR2

093	MSL & MUNITIONS SCH, REDS	198-ASIX1	DS/GS TEST & REPAIR STATION MA	15	0
093	MSL & MUNITIONS SCH, REDS	198-35Y10 (T)	INTEGRATED FAMILY TEST EQUIP G	7	0
093	MSL & MUNITIONS SCH, REDS	2E-SI5J/494-ASIJ5	TECHNICAL ESCORT	3	3
093	MSL & MUNITIONS SCH, REDS	4E-91E/431-55D10/20	3 EXPLOSIVE ORDNANCE DISPOSAL SP	4	1
093	MSL & MUNITIONS SCH, REDS	645-55B10	1 AMMUNITION SPECIALIST	2	0
093	MSL & MUNITIONS SCH, REDS	645-55B10	2 AMMUNITION SPECIALIST	10	2
095	NAVAL EOD SCH, INDIAN HEA	4E-91E/431-55D10/20	2 EXPLOSIVE ORDNANCE DISPOSAL SP	17	4
101	QUARTERMASTER, FT LEE	491-77L10	PETROLEUM LABORATORY SPECIALIS	9	4
101	QUARTERMASTER, FT LEE	492-92M10	MORTUARY AFFAIRS SPECIALIST	6	2
101	QUARTERMASTER, FT LEE	551-ASIB5	TACCS/SAMS	3	0
101	QUARTERMASTER, FT LEE	551-ASIF3	SAILS ABX	4	0
101	QUARTERMASTER, FT LEE	551-92A10	AUTOMATED LOGISTICAL SPECIALIS	12	0
101	QUARTERMASTER, FT LEE	552-92Y10	UNIT SUPPLY SPECIALIST	7	3
101	QUARTERMASTER, FT LEE	720-77W10	WATER TREATMENT SPECIALIST	10	4
101	QUARTERMASTER, FT LEE	760-43M10	FABRIC REPAIR SPECIALIST	6	2
101	QUARTERMASTER, FT LEE	8B-F37/551-ASIT8	DIRECT SUPPORT UNIT STD SUPPLY	3	0
101	QUARTERMASTER, FT LEE	8B-F46/551-ASIG3	STANDARD PROPERTY BOOK SYSTEM-	3	0
101	QUARTERMASTER, FT LEE	8B-F53/551-ASIG2	STANDARD ARMY RETAIL SUP SYS 2	3	0
101	QUARTERMASTER, FT LEE	8B-SI4V	MORTUARY AFFAIRS OFFICER	2	0
101	QUARTERMASTER, FT LEE	8B-92D	AERIAL DELIVERY AND MATERIEL O	5	3
101	QUARTERMASTER, FT LEE	8B-92F	PETROLEUM OFFICER	8	0
101	QUARTERMASTER, FT LEE	800-92G10	FOOD SERVICE SPECIALIST	8	2
101	QUARTERMASTER, FT LEE	821-77F10	PETROLEUM SUPPLY SPECIALIST	8	4
101	QUARTERMASTER, FT LEE	840-57E10	LAUNDRY AND SHOWER SPECIALIST	4	0
101	QUARTERMASTER, FT LEE	860-92R10	PARACHUTE RIGGER	10	0
113	SIGNAL SCH, FT GORDON	101-31U10	SIGNAL SUPPORT SYSTEMS SPECIAL	17	0
113	SIGNAL SCH, FT GORDON	102-ASIW5 (35R)	OH-58D SPECIAL ELECTRONICS EQU	6	0
113	SIGNAL SCH, FT GORDON	160-F38 (T)	RADIO REPAIRER (TRANSITION)	5	0
113	SIGNAL SCH, FT GORDON	201-31C10	RADIO OPERATOR-MAINTAINER	9	4
113	SIGNAL SCH, FT GORDON	202-31R10 (CT)	MULTICHANNEL TRANSMISSION SYST	13	3
113	SIGNAL SCH, FT GORDON	260-ASIZ2	AUTOMATIC MSG SWITCHING CTR OP	6	1
113	SIGNAL SCH, FT GORDON	260-31F10 (CT)	NETWORK SWITCHING SYSTEMS OPER	17	3
113	SIGNAL SCH, FT GORDON	260-74C10	RECORD TELECOMMUNICATIONS OPER	9	0
113	SIGNAL SCH, FT GORDON	4C-F19/102-ASI1C (2)	SATELLITE SYSTEMS/NETWORK COOR	16	0
113	SIGNAL SCH, FT GORDON	4C-SI5D/260-ASID9	BATTLEFIELD SPECTRUM MANAGEMEN	10	0

TDYENR2

113	SIGNAL SCH, FT GORDON	531-74B10	INFORMATION SYSTEMS OPERATOR-A	12	3
113	SIGNAL SCH, FT GORDON	621-31L10	CABLE SYSTEMS INSTALLER/MAINTA	7	1
113	SIGNAL SCH, FT GORDON	622-35N10	WIRE SYSTEMS EQUIPMENT REPAIRE	16	3
113	SIGNAL SCH, FT GORDON	7E-53A	SYSTEMS AUTOMATION	19	4
171	ARMOR SCH, FT KNOX	020-ASIA8	M1/M1A1 ABRAMS MASTER GUNNER	11	0
171	ARMOR SCH, FT KNOX	020-ASIK8 (T)	M1A2 ABRAMS MASTER GUNNER (TRA	4	0
171	ARMOR SCH, FT KNOX	2E-SIJ/020-ASIK4	M1A2 TANK COMMANDER CERTIFICAT	3	0
171	ARMOR SCH, FT KNOX	2E-SI3M/020-19K2/3/40 (T)	M1/M1A1 TANK COMMANDER CERT (T	2	0
171	ARMOR SCH, FT KNOX	611-ASIH8 (63E)	TRACK VEHICLE RECOVERY SPECIAL	3	0
171	ARMOR SCH, FT KNOX	611-ASIH8 (63T)	TRACK VEHICLE RECOVERY SPECIAL	3	0
171	ARMOR SCH, FT KNOX	611-63E10	M1 ABRAMS TANK SYSTEMS MECHANI	13	1
171	ARMOR SCH, FT KNOX	611-63T10	M2/3 BRADLEY FIGHTING VEHICLE	12	2
171	ARMOR SCH, FT KNOX	643-ASIK4 (45E/63E)	M1A2 UNIT LEVEL MAINTENANCE	3	0
171	ARMOR SCH, FT KNOX	643-45E10	M1A1 ABRAMS TANK TURRET MECHAN	10	3
171	ARMOR SCH, FT KNOX	643-45T10	BRADLEY FIGHTING VEHICLE SYS T	10	2
191	MP SCH, FT MCCLELLAN	7H-ASI9D/832-F20	1 ADVANCED FRAUD INVESTIGATION	2	0
191	MP SCH, FT MCCLELLAN	7H-ASI9D/832-F20	2 ADVANCED FRAUD INVESTIGATION	2	0
191	MP SCH, FT MCCLELLAN	<u>7H-31D/830-ASIH3</u>	<u>CONVENTIONAL PHYS SECURITY/CRI</u>	2	0
191	MP SCH, FT MCCLELLAN	830-ASIV5	MILITARY POLICE INVESTIGATOR	8	0
191	MP SCH, FT MCCLELLAN	832-95D20/30 (CT)	APPRENTICE CID SPECIAL AGENT	15	0
192	POLYGRAPH INSTITUTE, FT M	7H-SQIK/832-ASIP8	POLYGRAPH EXAMINER TRAINING	14	0
210	DEFENSE EQ OP MGT INST, P	DD-1512-0001	EQUAL OPPORTUNITY MANAGEMENT (16	0
212	AMERICAN FORCES INFO SVC	AFIS-BGR	BASIC GRAPHICS	13	1
212	AMERICAN FORCES INFO SVC	AFIS-VPD	VIDEO PRODUCTION/DOCUMENTATION	18	0
214	DEFENSE INFO SCH, FT MEAD	AFIS-BBC	BASIC BROADCASTER	12	0
214	DEFENSE INFO SCH, FT MEAD	AFIS-BJC	BASIC JOURNALIST	12	0
214	DEFENSE INFO SCH, FT MEAD	AFIS-PAOC	PUBLIC AFFAIRS OFFICER	8	3
215	DLIFLC, MONTEREY	41AD	ARABIC BASIC REFRESHER	16	0
215	DLIFLC, MONTEREY	41KP	KOREAN BASIC REFRESHER	16	0
216	LANG CONTRACT TRNG NCR	03GM	GERMAN GATEWAY	6	0
227	PRIME POWER, FT BELVOIR,	661-210A-SQI-5	UTILITIES OPER&MAINT, PWR SYST	12	0
227	PRIME POWER, FT BELVOIR,	661-52E/ASI-E5	PRIME POWER PRODUCT INSTRUMENT	18	0
227	PRIME POWER, FT BELVOIR,	661-52E/ASI-S2	PRIME POWER PRODUCTION MECHANI	16	4
227	PRIME POWER, FT BELVOIR,	661-52E/ASI-S3	PRIME POWER PRODUCTION ELECTRI	17	0
301	INTELL SCH, FT HAUCHUCA,	102-ASIU2	SR UNMANNED AERIAL VEHICLE ELE	10	0

TDYENR2

301	INTELL SCH, FT HAUCHUCA,	2C-15C/2B-ASIB5	QUICKFIX II SYSTEM QUALIFICATI	4	4
301	INTELL SCH, FT HAUCHUCA,	2C-15C/2B-ASIF3 (IGV)	RC-12D GUARDRAIL SYSTEMS QUALI	5	4
301	INTELL SCH, FT HAUCHUCA,	2C-15C/2B-ASIF4 (PQ)	GUARDRAIL COMMON SENSOR/PILOT	9	4
301	INTELL SCH, FT HAUCHUCA,	231-F35	QUICKFIX II CREW CERTIFICATION	3	3
301	INTELL SCH, FT HAUCHUCA,	231-97G10	MULTI-DISCIPLINE COUNTERINTEL	11	0
301	INTELL SCH, FT HAUCHUCA,	233-96H10	IMAGERY GROUND STATION OPERATO	19	4
301	INTELL SCH, FT HAUCHUCA,	241-97E10	INTERROGATOR	8	2
301	INTELL SCH, FT HAUCHUCA,	242-96D10	IMAGERY ANALYST	14	3
301	INTELL SCH, FT HAUCHUCA,	243-96B10	INTELLIGENCE ANALYST	16	1
301	INTELL SCH, FT HAUCHUCA,	243-96R10	GROUND SURVEILLANCE SYSTEMS OP	5	4
301	INTELL SCH, FT HAUCHUCA,	243-96U10	1 SHORT RANGE UNMANNED AERIAL VE	8	0
301	INTELL SCH, FT HAUCHUCA,	243-96U10	2 UNMANNED AERIAL VEHICLE OPERAT	12	0
301	INTELL SCH, FT HAUCHUCA,	243-96U10	3 SHORT RANGE UNMANNED AERIAL VE	10	3
301	INTELL SCH, FT HAUCHUCA,	244-97B10	COUNTERINTELLIGENCE AGENT	15	1
301	INTELL SCH, FT HAUCHUCA,	3A-SI3Q/3C-ASI9N/241-ASIN	DOD STRATEGIC DEBRIEFING	4	3
301	INTELL SCH, FT HAUCHUCA,	3A-35C	IMAGERY INTELLIGENCE OFFICER	4	2
301	INTELL SCH, FT HAUCHUCA,	3B-35G	SIGNAL INTEL/ELECT WARFARE OFF	5	0
301	INTELL SCH, FT HAUCHUCA,	3C-35E	COUNTERINTELLIGENCE OFFICER	7	0
302	FT HUACHUCA/DEVENS	231-98D10	EMITTER LOCATOR/IDENTIFIER	7	1
302	FT HUACHUCA/DEVENS	231-98H10	MORSE INTERCEPTOR	7	3
302	FT HUACHUCA/DEVENS	232-98C10	SIGNALS INTELLIGENCE ANALYST	6	1
302	FT HUACHUCA/DEVENS	233-ASI11	TELEMETRY COLLECTION OPERATION	8	1
302	FT HUACHUCA/DEVENS	233-98J10	NONCOMMUNICATIONS INTERCEPTOR/	11	0
302	FT HUACHUCA/DEVENS	3A-SI3E/ASI9C/233-ASI2T	TENCAP DATA ANALYST	10	0
331	JFK SPEC WAR CT, FT BRAGG	011-18F40	SPECIAL FORCES ASST OPNS AND I	10	0
331	JFK SPEC WAR CT, FT BRAGG	2E-SI4X/ASI4X/011-ASIW8	MILITARY FREE FALL PARACHUTIST	4	0
331	JFK SPEC WAR CT, FT BRAGG	243-37F10	PSYCHOLOGICAL OPERATIONS SPECI	11	0
331	JFK SPEC WAR CT, FT BRAGG	3A-F40/011-F21	INDIVIDUAL TERRORISM AWARENESS	1	0
331	JFK SPEC WAR CT, FT BRAGG	5E-39B	PSYCHOLOGICAL OPERATIONS OFFIC	4	3
441	AIR DEFENSE SCH, BLISS	043-14J10	ADA C4I TACTICAL OPER CTR ENH	19	0
441	AIR DEFENSE SCH, BLISS	043-14R10	BRADLEY LINEBACKER CREWMEMBER	12	3
441	AIR DEFENSE SCH, BLISS	043-14S10	AVENGER CREWMEMBER	10	0
441	AIR DEFENSE SCH, BLISS	043-14T10	PATRIOT LAUNCHING STATION ENHA	11	0
441	AIR DEFENSE SCH, BLISS	121-ASI8A	IDENTIFICATION FRIEND OR FOE (4	0
514	NAVY SCH OF MUSIC, VA	7N-42C	ARMY BAND OFFICER	6	0

13 July 2001

3d Corps Support Command Pam 37-2

TDYENR2

550	TRANS SCH AT FT STORY	822-ASIB1	ROUGH TERRAIN CONTAINER HANDLI	2	2
551	TRANSPORTATION SC EUSTIS	062-88K10	WATERCRAFT OPERATOR	6	0
551	TRANSPORTATION SC EUSTIS	4H-SQI2 (881A)	MARINE ENGINEER OFFICER-A2 CER	12	0
551	TRANSPORTATION SC EUSTIS	553-88N10	TRAFFIC MANAGEMENT COORDINATOR	6	1
551	TRANSPORTATION SC EUSTIS	652-88L10	WATERCRAFT ENGINEER	8	1
551	TRANSPORTATION SC EUSTIS	8C-SI3S/553-F4	AIR DEPLOYMENT PLANNING	2	4
551	TRANSPORTATION SC EUSTIS	8C-SQI1 (880A)	MARINE DECK OFFICER A2 CERTIFI	17	0
551	TRANSPORTATION SC EUSTIS	822-88H10	CARGO SPECIALIST	8	0
552	AVIATION LOG SCH, EUSTIS	102-ASIW5 (68J)	OH-58D ARMAMENT/MISSILE SYSTEM	6	4
552	AVIATION LOG SCH, EUSTIS	102-ASIW5 (68N)	OH-58D AVIONIC MECHANIC	5	2
552	AVIATION LOG SCH, EUSTIS	102-ASIX1 (68N)	AH-64A AVIONIC MECHANIC	3	1
552	AVIATION LOG SCH, EUSTIS	102-68J10	AH-1F ARMAMENT/MISSILE SYSTEMS	18	3
552	AVIATION LOG SCH, EUSTIS	4D-SQIE (AH-1)	AH-1 AIRCRAFT ARMAMENT MAINTEN	10	0
552	AVIATION LOG SCH, EUSTIS	4D-SQIE (AH-64)	AH-64 AIRCRAFT ARMAMENT MAINT	13	0
552	AVIATION LOG SCH, EUSTIS	4D-SQIE (OH-58D)	OH-58D AIRCRAFT ARMAMENT MAINT	8	0
552	AVIATION LOG SCH, EUSTIS	600-67R10	AH-64 ATTACK HELICOPTER REPAIR	15	4
552	AVIATION LOG SCH, EUSTIS	600-67R2/30 (AH-64A) (T)	AH-64A ATTACK HELICOPTER REPAI	6	2
552	AVIATION LOG SCH, EUSTIS	600-67S10	OH-58D HELICOPTER REPAIRER	12	4
552	AVIATION LOG SCH, EUSTIS	600-67S2/30 (T)	OH-58D HELICOPTER REPAIRER (TR	7	4
552	AVIATION LOG SCH, EUSTIS	600-67T10	UH-60 HELICOPTER REPAIRER	14	3
552	AVIATION LOG SCH, EUSTIS	600-67T2/30 (T)	UH-60 HELICOPTER REPAIRER (TRA	8	3
552	AVIATION LOG SCH, EUSTIS	600-67U10	CH-47 HELICOPTER REPAIRER	15	4
552	AVIATION LOG SCH, EUSTIS	600-67Y10	AH-1 ATTACK HELICOPTER REPAIRE	11	4
552	AVIATION LOG SCH, EUSTIS	601-68B10	AIRCRAFT POWERPLANT REPAIRER	17	1
552	AVIATION LOG SCH, EUSTIS	602-ASIW5 (68F)	OH-58D AIRCRAFT ELECTRICAL REP	3	0
552	AVIATION LOG SCH, EUSTIS	602-68D10	AIRCRAFT POWERTRAIN REPAIRER	17	0
552	AVIATION LOG SCH, EUSTIS	602-68F10	AIRCRAFT ELECTRICIAN	18	1
552	AVIATION LOG SCH, EUSTIS	603-68G10	AIRCRAFT STRUCTURAL REPAIRER	13	2
552	AVIATION LOG SCH, EUSTIS	646-68X10 (AH-64A)	AH-64A ARMAMENT/ELECTRICAL SYS	19	3
722	DEFENSE ATTACHE SCHOOL B	ASOC	ATTACHE STAFF OPERATIONS	8	0
722	DEFENSE ATTACHE SCHOOL B	ATP	ATTACHE TRAINING COURSE	12	0
722	DEFENSE ATTACHE SCHOOL B	STC	STATION TECHNIQUES COURSE	4	0
802	DEFENSE MAPPING SCHOOL, F	412-101 (82D10)	BASIC GEODETIC SURVEYING (BGS)	14	4
802	DEFENSE MAPPING SCHOOL, F	491-403 (81T10)	BASIC TOPOGRAPHIC ANALYSIS COU	18	0
802	DEFENSE MAPPING SCHOOL, F	690-620 (ASIJ6)	REPRO EQUIP REPAIR COURSE (RER	18	1

13 July 2001

3d Corps Support Command Pam 37-2

TDYENR2

802	DEFENSE MAPPING SCHOOL, F	740-311 (NV)		BASIC LITHOGRAPHER - NAVY	12	2
802	DEFENSE MAPPING SCHOOL, F	740-311 (81L10)		BASIC LITHOGRAPHER	18	0
804	USATC, FT. KNOX/100TH DV	020-ASIK4		M1A2 TANK OPNS & MAINT (ARMOR	1	0
804	USATC, FT. KNOX/100TH DV	020-19K10		M1/M1A1 ABRAMS ARMOR CREWMAN	9	0
804	USATC, FT. KNOX/100TH DV	250-19D10 (M3)		M3 BRADLEY/CFV CAVALRY SCOUT	9	0
805	USATC, FT. JACKSON/108TH	610-ASIH8 (63B/S)		HEAVY/LIGHT WHEEL VEHICLE RECO	2	2
805	USATC, FT. JACKSON/108TH	610-63B10		LIGHT WHEEL VEHICLE MECHANIC	10	0
805	USATC, FT. JACKSON/108TH	610-63S10		HEAVY WHEEL VEHICLE MECHANIC	9	0
805	A FINANCE SCH, FT JACKSON	541-73D10		ACCOUNTING SPECIALIST	8	0
805	A FINANCE SCH, FT JACKSON	542-73C10		FINANCE SPECIALIST	7	0
805	A FINANCE SCH, FT JACKSON	7D-45A/541-F13	1	PLANNING, PROG BUDGETING & EXE	1	4
805	A FINANCE SCH, FT JACKSON	7D-45A/541-F13	2	RESOURCE MANAGEMENT BUDGET	2	0
805	B REC & RET SCH, FT JACKSON	501-ASIV7		GUIDANCE COUNSELOR-OPERATIONS	4	0
805	B REC & RET SCH, FT JACKSON	501-F14		TRANSITION NCO	2	0
805	B REC & RET SCH, FT JACKSON	501-SQI4		ARMY RECRUITER	5	4
805	C ADJUTANT GEN SCH, FT JACK	500-75B10		PERSONNEL ADMINISTRATION SPECI	7	0
805	C ADJUTANT GEN SCH, FT JACK	500-75F10		PERSONNEL INFORMATION SYSTEM M	8	0
805	C ADJUTANT GEN SCH, FT JACK	500-75H10		PERSONNEL SERVICES SPECIALIST	8	3
805	C ADJUTANT GEN SCH, FT JACK	510-ASIE3		EXECUTIVE ADMINISTRATIVE ASSIS	5	0
805	C ADJUTANT GEN SCH, FT JACK	510-ASIF5		POSTAL OPERATIONS	5	0
805	C ADJUTANT GEN SCH, FT JACK	510-71L10		ADMINISTRATIVE SPECIALIST	5	2
805	C ADJUTANT GEN SCH, FT JACK	512-71D10		LEGAL SPECIALIST	8	3
805	C ADJUTANT GEN SCH, FT JACK	7A-F59/510-ASIF5		POSTAL SUPERVISOR	2	3
805	D CHAPLAIN SCHOOL, FT JACKS	561-71M10		CHAPLAIN ASSISTANT	7	0
807	USATC, FT WOOD/98TH DIV	030-12B10		COMBAT ENGINEER	6	0
807	USATC, FT WOOD/98TH DIV	030-12C10		BRIDGE CREWMAN	6	0
807	USATC, FT WOOD/98TH DIV	413-51T10		TECHNICAL ENGINEERING SPECIALI	18	3
807	USATC, FT. WOOD/98TH DIV	612-62B10		ENGINEER EQUIPMENT REPAIRER	8	0
807	USATC, FT WOOD/98TH DIV	713-62E10		HEAVY CONSTRUCTION EQUIPMENT O	8	2
807	USATC, FT WOOD/98TH DIV	713-62F10		CRANE OPERATOR	6	2
807	USATC, FT. WOOD/98TH DIV	713-62G10		QUARRYING SPECIALIST	6	0
807	USATC, FT WOOD/98TH DIV	713-62H10		CONCRETE AND ASPHALT EQUIPMENT	5	0
807	USATC, FT. WOOD/98TH DIV	713-62J10		GENERAL CONSTRUCTION EQUIPMENT	6	4
807	USATC, FT WOOD/98TH DIV	721-51R10		INTERIOR ELECTRICIAN	6	3
807	USATC, FT WOOD/98TH DIV	811-ASIH7		PETROLEUM VEHICLE OPERATOR	5	0

TDYENR2

807	USATC, FT WOOD/98TH DIV	811-88M10	MOTOR TRANSPORT OPERATOR	6	0
809	USATC, FT BENNING/84TH D	010-11B10	INFANTRYMAN	8	1
809	USATC, FT BENNING/84TH D	010-11B10 (ASIC2)	DRAGON GUNNER	8	1
809	USATC, FT. BENNING/84TH D	010-11C10	INDIRECT FIRE INFANTRYMAN	8	1
809	USATC, FT. BENNING/84TH D	010-11M10	FIGHTING VEHICLE INFANTRYMAN	9	3
810	USATC, FT. SILL/95TH DIV	041-13B10	CANNON CREWMEMBER	6	3
810	USATC, FT. SILL/95TH DIV	041-13B10 (F)	TATS CANNON CREWMEMBER	6	3
813	USATC, FT.MCCLELLAN/80TH	494-54B10	CHEMICAL OPERATIONS SPECIALIST	11	3
813	USATC, FT.MCCLELLAN/80TH	830-95B10	MILITARY POLICE	10	0
813	USATC, FT.MCCLELLAN/80TH	831-95C10	CORRECTIONS SPECIALIST	10	0
813	USATC, FT.MCCLELLAN/80TH	831-95C10 (QUAL)	CORRECTIONS SPECIALIST (QUALIF	5	0
820	NATIONAL CRYPTOLOGIC SCHO	EA-280	INTERMEDIATE ELINT COLECT ONLY	8	0
820	NATIONAL CRYPTOLOGIC SCHO	NT-253	CISCO 7000/4000/AGS+INSTALL/MA	4	0
820	NATIONAL CRYPTOLOGIC SCHO	RU-103	NAVY RUSSIAN REFRESHER PROGRAM	12	0
829	INFO SYS CMD SCHOOL, FT H	829-ASIU3	AUTOMATED MULTI-MEDIA EXCHANGE	3	0
881	KEESLER AFB	E3ABR3P031 010	PRECISION MEASURING EQUIPMENT	39	0
881	KEESLER AFB	E3AZR2E153 063	AN/GRC-242 I/O MAINTENANCE (AS	2	0
881	KEESLER AFB	E3AZR2E171 000	DIGITAL COMM SYSTEMS EVALUATIO	6	0
881	KEESLER AFB	E3AZR2P051 009	PHYSICAL MEASUREMENT & CALIBRA	4	0
881	KEESLER AFB	E3AZR2P051 012	DCLF REFERENCE MEASUREMENT & C	6	0
881	KEESLER AFB	E3AZR2P051 013	MICROWAVE MEASUREMENT & CALIBR	5	3
883	SHEPPARD AFB	J3ABP2A732 001	APPRENTICE NONDESTRUCTIVE INSP	9	0
883	SHEPPARD AFB	J3ABR2A635 000	APPRENTICE ACFT PNEUDRAULIC SY	10	1
883	SHEPPARD AFB	J3ABR2E631 001	ANTENNA SYSTEM INSTALLER (ASI	8	2
883	SHEPPARD AFB	J3ABR2E632 005	AP CABLE SPLICING PROJ/MAINT A	14	1
883	SHEPPARD AFB	J3ABR3E031 003	ELECTRIC POWER LINE SPECIALIST	9	0
883	SHEPPARD AFB	J3ABR3E431 004	PLUMBER/UTILITIESMAN (51K10)	6	2
884	LACKLAND AFB	L3ALR3P032A 000	MILITARY WORKING DOG HANDLER (11	0
884	LACKLAND AFB	L3AZR2E391 001	TEMP CRITERIA FOR SYS/FAC INST	1	0
884	LACKLAND AFB	L3AZR3P072 005	TRAFFIC MANAGEMENT & ACCIDENT	3	2
885	GOODFELLOW AFB	X3ABR1N330 001	APR CRYPTOLOGIC LINGUIST SPC(N	2	2
885	GOODFELLOW AFB	X3ABR1N332A 013	VOICE INTERCEPTOR (SPANISH) (9	16	0
885	GOODFELLOW AFB	X3ABR1N333A 000	VOICE INTERCEPTOR (RUSSIAN) (9	12	3
885	GOODFELLOW AFB	X3ABR1N334A 009	VOICE INTERCEPTOR (CHINESE) (9	19	4
885	GOODFELLOW AFB	X3ABR1N334B 004	VOICE INTERCEPTOR (VIETNAMESE)	19	4

TDYENR2

885	GOODFELLOW AFB	X3ABR1N334G 014		VOICE INTERCEPTOR (KOREA) (98G	18	0
885	GOODFELLOW AFB	X3ABR1N335A 014		VOICE INTERCEPTOR (ARABIC) (98	14	1
885	GOODFELLOW AFB	X3ABR1N335C 004		VOICE INTERCEPTOR (HEBREW) (98	19	4
885	GOODFELLOW AFB	X3ABR1N335D 000		VOICE INTERCEPTOR (PERSIAN FAR	12	4
885	GOODFELLOW AFB	X3ABR1N431 007		SIGNALS INTELLIGENCE ANALYST (15	2
885	GOODFELLOW AFB	X3ABR3E731 007		FIRE PROTECTION APPRENTICE (51	13	1
885	GOODFELLOW AFB	X3AZR1N451 006		EW/CRYPTOLOGICAL CRYPTANALYST	15	0
885	GOODFELLOW AFB	X3OZR14N3A 008		DEF SNSR INTERP & APPLICATION	15	3
886	HURLBURT FIELD, FL	ACC JAOSC		JOINT AIR OPERATIONS STAFF (SI	3	2
886	HURLBURT FIELD, FL	ACC JFCC		JOINT FIREPOWER CONTROL (SI 5U	2	0
888	EGLIN AFB	4E-91E/431-55D10/20	1	EXPLOSIVE ORDNANCE DISPOSAL SP	10	2
891	NTTC CORRY STA PENSACOLA	A-231-0450		COMM SIGNALS COLLECTION & PROC	19	4
891	NTTC CORRY STA PENSACOLA	A-232-0451		INTERMEDIATE COMM SIGNALS ANAL	19	4
891	NTTC CORRY STA PENSACOLA	A-232-0452		ADV COMMUNICATIONS SIGNALS ANA	19	4
891	A DEF PHOTOGRAPHY SCH Pensa	AFIS-BSP		BASIC STILL PHOTOGRAPHY	13	3
891	A DEF PHOTOGRAPHY SCH Pensa	AFIS-CDP(VIDEO)		COMBAT DOCUM/PRODUC (VIDEO)	17	0
894	ND&STC PANAMA CITY, FL	A-4N-0024		BASIC DIVING OFFICER	16	0
894	ND&STC PANAMA CITY, FL	A-4N-0026		SALVAGE DIVING OFFICER	10	2
895	NFCTC, PORT HUENEME, CA	A-730-0014		WATER WELL DRILLING TECHNICIAN	6	0
897	NAV JUST SCH NEWPORT RI	A-512-0010		COURT REPORTER	5	0
907	ALMC, FT LEE VA	ALMC-MG		MANPOWER AND FORCE MANAGEMENT	2	0
907	ALMC, FT LEE VA	ALMC-MS		MANPRINT ACTION OFFICER	1	4
907	ALMC, FT LEE VA	ALMC-SA	1	OPER RESEARCH MIL APPLICATIONS	4	0
907	ALMC, FT LEE VA	ALMC-SB	2	ORSA MILITARY APPLICATIONS-1	10	0

Medical TDY Order Processing Matrix

TYPE OF TDY ORDERS DD FORM 1610	REQUESTING OFFICIAL (BLOCK 17)	APPROVING OFFICIAL (BLOCK 18)	SUBMIT ORDER DIRECTLY TO	SUSPENSE (DAYS PRIOR TO PICKUP)
PHYSICAL EVALUATION BOARD (CONUS)	COMMANDER	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	7 DAYS PRIOR
MEDICAL REFERRAL IN USAREUR	SOLDIER'S SUPERVISOR OR UNIT TDY COORDINATOR	COMMANDER OR DESIGNEE	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	5 DAYS PRIOR
MEDICAL REFERRAL TO CONUS	COMMANDER	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	7 DAYS PRIOR
MEDICAL INVITATIONAL TRAVEL ORDERS	MEDICAL AUTHORITY MUST REQUIRE TRAVEL	COMMANDER OR DESIGNEE	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	5 DAYS PRIOR
NON-MEDICAL ATTENDANT	MEDICALLY AUTHORIZED REQUIREMENT; UNIT COMMANDER	COMMANDER OR DESIGNEE	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	5 DAYS PRIOR
NON-MEDICAL ATTENDANT TO CONUS	MEDICALLY AUTHORIZED REQUIREMENT UNIT COMMANDER	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	7 DAYS PRIOR

13 July 2001

3d Corps Support Command Pam 37-2

Other Type TDY Orders Matrix

TYPE OF TDY ORDERS	REQUESTING OFFICIAL	APPROVING OFFICIAL	SUBMIT ORDER DIRECTLY TO	SUSPENSE (DAYS PRIOR TO PICKUP)
LOCAL TDY (SF 1164)	INDIVIDUAL SOLDIER	COMMANDER OR DESIGNEE NOTE: (UNIT'S DO NOT SIGN IN BLOCK 9)	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	
REST RE-COUP LEAVE (FST-E)	MESSAGE ORDER FORMAT 405 REQUESTS UNIT COMMANDER RECOMMENDS	LOCAL PSB	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	14 DAYS PRIOR
WITNESS TDY	SJA OFFICE	CHIEF OF STAFF	OFFICE OF DIRECTOR RESOURCE MANAGEMENT	14 DAYS PRIOR
PERMISSIVE TDY ORDERS (CHAP 5, AR 600-8-10)	DA FORM 31 SOLDIER REQUESTS UNIT COMMANDER RECOMMENDS	LESS THAN 10 DAYS – BATTALION COMMANDER LESS THAN OR EQUAL TO 30 DAYS – BRIGADE COMMANDER MORE THAN 30 DAYS - TAPC		30 DAYS PRIOR TO DEPARTURE

Appendix D

Unit TDY Order Log

1. A TDY order log must be maintained by each Group/Battalion/HQ Staff Section that issues travel orders. This log is a managing tool that will assist in TDY program management.
2. The log must contain, as a minimum, the following information:
 - a. Name of traveler.
 - b. Company of staff section travelers are assigned to.
 - c. Purpose of travel. (Abbreviated i.e. training, conference, site visit, etc.)
 - d. Date forwarded to 3D COSCOM Budget Division.
 - e. Date received from 3D COSCOM Budget Division.
 - f. Travel order number (block 22).
 - g. Date order was issued (block 21).
 - h. Date payment voucher or canceled order was forwarded to 3D COSCOM Budget Division.
 - i. Dollar amount of funds committed for each order.
 - j. Dollar amount of funds actually reimbursed to the traveler.
3. Additionally, TDY coordinators will maintain a file of all orders issued for their command.
 - a. A copy of all Canceled TDY orders will be maintained in the unit's files. The original DD Form 1610 must be forwarded to 3D COSCOM Budget Division. (Ref. Appendix A)
 - b. Orders where payment was made will be annotated in the log and a legible copy of the payment voucher (DD Form 1351-2 or the LN travel payment summary received from the Office of Defense Cost) will be attached to the unit's DD 1610 file copy. A legible photocopy of the payment voucher must be forwarded to 3D COSCOM Budget Division. (Ref. Appendix A)

Appendix E

Billeting Information

1. The following section contains billeting available within Europe. This appendix is a tool that will assist in finding inexpensive lodging when traveling TDY.

2. Internet access to government billeting can be located at the following web sites:

Europe: <http://www.armygermany.com/billet.htm>

United States: <http://trol.redstone.army.mil/mwr/lodging/>

CONUS/OCONUS: <http://www.dtic.mil/perdiem/lodging.html>

MILITARY LODGING AND GUEST HOUSING

Armed Forces Recreation Centers

6th Area Support Group – Stuttgart

26th Area Support Group – Heidelberg

98th Area Support Group – Wuerzburg

100th Area Support Group – Grafenwoehr

104th Area Support Group – Hanau, Gelnhausen, Giessen, Friedberg, Baumholder, Bad Kreuznach, Wiesbaden

U. S. Air Force

England

Belgium

Italy

Middle East

Spain

Portugal

Iceland

6th Area Support Group - Stuttgart

Bad Aibling Visitors Quarters

Where: Bldg. 352, Bad Aibling Station, Bad Aibling, one hour south of Munich

Telephone: CIV 08061-385778, FAX 08061-385731, DSN 441-3893

Hours: Open Monday through Friday 7 a.m. to 9 p.m. Open Saturday and Sunday 0800 to 1600.

Rates: \$49 for a single and \$66 for a double. Child under 15 stay free, \$17 for each additional adult. \$69 for VIP rooms and \$17 for each additional adult, with approval from the commander.

24 rooms, two family suites, and two VIP suites.

Notes: No Pets allowed.

Highlights: Bad Aibling is a picturesque health resort near the Southern Bavarian Alps, about 20 minutes from AFRC Chiemsee, but more secluded; Munich is about 45 minutes away via Autobahn 8 that also connects to Innsbruck and Salzburg, Austria.

Hilltop Hotel

Where: Bldg. 169, Robinson Barracks, Stuttgart

Telephone: 0711-8197038/6209, FAX 0711-896527199, DSN 420-7038/6209

Hours: Open 24 hours

Rates: \$42 for single room and \$4 for each additional person, maximum three people per room.

VIP suite is \$52 per person per night, \$4 for each additional person up to three. 59 rooms and 4 VIP suites.

Highlights: In warmer months, the Stuttgart Spring Festival features carnival attractions and beer tents. The Cannstatter Volksfest at Bad Cannstatt is at the end of September.

Swabian Inn (Visiting Officers Quarters - VOQ)

Where: Bldg. 2506, Patch Barracks, Stuttgart

Telephone: CIV 0711-67840, FAX 0711-6784199, DSN 430-7181/7137

Hours: Reservations office open Monday through Friday, 0830 to 1630.

Rates: Rooms in Bldg. 2506 are \$35 per night, Bldg 2508 are \$40 per night plus \$4 for each additional person up to three people. Suites are available for O-6 and GS-15 and above at \$60 per night plus \$4 for each additional person. 54 rooms and seven VIP suites.

Notes: For officers only.

Highlights: See Hilltop Hotel.

26th Area Support Group - Heidelberg

Franklin Guesthouse

Where: Bldg. 312, Benjamin Franklin Housing Area, Mannheim

Telephone: CIV 0621-7301700/7306547, FAX 0621-738607, DSN 380-1700/6547

Hours: Open Monday through Friday from 0600 to 2400. Open Saturday, Sunday, and holidays from 0800 to 2400.

Rates: \$55 single plus \$10 per second additional person, \$5 per third or fourth additional person; \$65 suite, plus \$10 per second additional person, \$5 per third or fourth additional person; 42 rooms (three single, three suites, and 36 doubles)

Highlights: A watertower, Luisenpark and castle.

U.S. Army Guesthouse Heidelberg

Where: Bldg. 4527, Patrick Henry Village, Heidelberg

Telephone: CIV 06221-795100, FAX 06221-795600, DSN 370-1700/388-9449

Hours: Desk is open 24 hours a day. Reservations desk is open Monday through Friday from 0700 to 1630.

Rates: \$49 for a single with private bath, \$10 for each additional person; \$65 for a family suite, \$10 for second occupant, additional occupants no charge. The following DVQ suites are available for 0-6, GS-15 or equivalent only. Reservations must be made through USAREUR protocol office, DSN 377-4500. Suite with kitchen is \$75 per night for first person, \$10 for second occupant, additional occupants no charge; \$75 for suite without kitchen with same extras rate.

Approximately 250 rooms, including suites.

Notes: All rooms with televisions and VCR, refrigerator, civilian telephone, and small coffee maker. Some rooms with mini-bar, kitchenette.

Highlights: Large castle and Old Town area; most heavily touristed city in Germany; located on the banks of the Neckar River, where Samuel Clemens, aka Mark Twain, vacationed to escape writer's block.

98th Area Support Group - Wuerzburg

American Guesthouse

Where: Bldg. 2 & 3, behind the 1st Infantry Division Headquarters, Leighton Barracks, Wuerzburg

Telephone: CIV 0931-70582-0, FAX 0931-70582 -57, DSN 350-1700

Hours: Open 24 hours a day!

Rates: Regular rooms are \$45 for small room, \$48 for larger room, \$3 for each additional person; Mini suite \$50, DVQ suite is \$65 per person per night plus \$3 for each additional person. Rooms over Wuerzburg Club are Double \$36 per night (shared bathroom) or 2 bedroom \$50 (private bathroom). 42 rooms and 2 DVQ suites.

Highlights: Near 1st Infantry Division museum. Historic downtown Wuerzburg including the Residence and Marienburg fortress is within driving distance. Located by the 67th Combat Support Hospital and PX and commissary facilities.

Bamberg Inn

Where: Bldg. 7678 on Warner Barracks Kaserne, Bamberg near Wuerzburg and Nuernberg.

Telephone: CIV 0951-3001700, FAX 0951-37957, DSN 469-1700/8604

Hours: Open Monday through Friday from 0800 to 1730 and Saturday and Sunday from 1030 to 1430. Closed on American holidays.

Rates: Standard room with shared bath first person is \$45, \$5 each additional person. Mini suite costs \$60, \$10 each additional person; DVQ suite is \$70, \$15 additional person. 34 rooms and one DVQ suite.

Highlights: St. Michael's Church and Rose Garden; "Little Venice" quarter near river.

Bradley Inn

Where: Across from the Community Club on Conn Barracks in Schweinfurt near Wuerzburg

Telephone: CIV 09721-794101, FAX 09721-85880, DSN 354 -1700 or 353-8025 Hours: 0700 to 2300 daily

Rates: Single rooms start at \$29 per night, double rooms start at \$44 per night. DVQ suites are \$98 for first person plus \$10 for each additional person. Check-in begins at 1 p.m. Check-out is 10 a.m. 56 rooms and 2 DVQ suites.

Highlights: Schweinfurt Market area and city park

Franconian Inn

Where: Bldg. 5908, Bismarck Kaserne in Katterbach near Ansbach, 30 minutes from Nuernberg

Telephone: CIV 09802-832812, FAX 09802-1707, DSN 468-1700 or 467-2812

Hours: Open Monday through Friday from 6 a.m. to 10 p.m. Saturday and Sunday from 0900 to 1700.

Rates: First person is \$38, \$15 second person, \$9 each additional, \$43 for VIP suite, \$15 second person, \$9 each additional. 32 rooms and 2 VIP suites.

Highlights: Town is in Bavarian Alps and near home of renowned Franconian wine; 30 minutes from Rothenburger's popular castles, Old Town.

Woodland Inn

Where: Bldg. 166 in the Rod & Gun Club across from Harvey Barracks in Kitzingen

Telephone: CIV 09321-305600, FAX 09321-31836, DSN 355-8600

Hours: Open Monday through Friday from 0900 to 1500. After hours, go to the Rod & Gun Club is Keller Bar.

13 July 2001

3d Corps Support Command Pam 37-2

Rates: Single rooms are \$32 per night, doubles are \$36 both are shared bathrooms. DVQ is \$65 per night. Each additional person \$3. 12 rooms and 1 DVQ

Highlights: Rifle/pistol, trap and skeet, paintball, air rifle and archery range in walking distance. Close to picturesque, downtown Kitzingen and the Main River in the Franken Wein area. Great restaurant with typical American and some German dishes.

100th Area Support Group - Grafenwoehr

Tower Inn — “We make the difference”

Where: Bldg. 213, Grafenwoehr training area near Nuernberg

Telephone: CIV 09641-930103, FAX 09641-930930, DSN 475-1700

Email: towerinn@email.grafenwoehr.army.mil

Hours: Open Monday through Friday from 0600 to 2200 and weekends from 0700 to 2000.

Rates: Single room \$30, \$4 each additional occupant. Single room w/living room \$40, \$6 each additional occupant. All rooms have private baths*****

Key Quarters: Two bedroom quarters \$50 per day. Three bedroom quarters \$60 per day

Pets are allowed in the key quarters only. There will be a one-time \$40 fee added(per quarters) upon check out due to the extra cleaning, spraying, and fumigation.

Highlights: Many local castles, churches, clothing outlets, restaurants, and recreation facilities; crystal factory in Neustadt, 45 minutes from Grafenwoehr.

Sunrise Lodge

Where: Bldg. 63, Combat Maneuver Training Center, Hohenfels, near Nuernberg.

Telephone: CIV 09472-950155, FAX 09472-950154, DSN 466-1700

Hours: Open Monday through Friday from 7 a.m. to 10 p.m. and weekends 0730 to 1630.

Rates: Single \$30, \$4 each additional person (all rooms with private bath). Suite \$40, \$6 for each additional person; VIP quarters \$50, \$9 for each additional person.

Kristall Inn

Where: Bldg. 275 on Rose Barracks in Vilseck, 45 minutes from Nuernberg

Telephone: CIV 09662-441104, FAX 09662-441140, DSN 476-2555/1700(09662-83-1700/2555)

Hours: Front desk open from 0700 to 2300 daily. Rates: Single \$30, \$4. additional person;

Suite \$40, \$4. additional person; Family Rooms for PCS only \$40, \$6. each additional person.

Highlights: Located one hour from Czech border; crystal shopping in Neustadt, 30 minutes away.

104th Area Support Group Billeting Information

Hanau - Gelnhausen

For reservations call: DSN 322-1700, CIV 06181-9550, FAX 06181-955230

To call rooms, dial prefix: 06181

For Argonner Inn: 955 + room number

For Pioneer Inn, Apt. 1-9: 95719 + apartment number

For Pioneer Inn, Apt. 10-18: 9571 + apartment number

Copper Top public phone: 06051-5055

Copper Top office: 06051-16953

Argonner Inn

Where: Bldg. 203 on New Argonner Kaserne in Hanau, 30 minutes from Frankfurt Airport

Hours: Open daily from 0600 to 2200, and weekends 0730 to 1630.

Single \$45, \$10 for 2nd additional person, \$5 for 3rd additional person.

Notes: Complimentary danish and juice.

Highlights: Castles and open—air markets; special tribute to native sons, the Grimm Brothers authors of fairy tales, “Snow White” and “Little Red Riding Hood”. Just down the street from the Wolfgang PX Shopping Center.

Pioneer Inn

Where: Bldg. 318, Pioneer Housing in Hanau, 30 minutes from Frankfurt Airport

Hours: Open daily from 0600 to 2200, and weekends 0730 to 1630.

Family Apartments only, \$75 for 1 to 3 person, \$15 for 4th person, \$5 each additional after 4.

Notes: Complimentary danish and juice.

Highlights: Castles and open-air markets; special tribute to native sons, the Grimm Brothers authors of fairy tales, “Snow White” and “Little Red Riding Hood”. Just down the street from the Wolfgang PX Shopping Center.

Coppertop Conference and Training Center (Gelnhausen)

Where: Bldg. 1617 above Coleman Village in Gelnhausen, 1 hour from Frankfurt Airport

Hours: Open daily from 0900 to 2300, and weekends from 0730 to 1600. Lounge open daily.

Single \$45, \$10 for 2nd additional person, \$5 for 3rd additional person.

Notes: Complimentary danish and juice.

Highlights: Many historical buildings including a Rathaus built as warehouse in 1333. The Marienkirche and Peterkirche are typical German churches. The Hexenturm was the scene of a ghastly trial during the execution of witches in the 16th century.

Giessen - Friedberg

Giessen Inn

Reservations in Giessen: DSN 343 - 1700, CIV 0641-9436666/67, FAX 0641-42052

To call rooms, dial from hallway phone: 343-6372; Public phone: 0641-48963

Where: Bldg. 63 & 65 across from Giessen Depot, 45 minutes from Frankfurt Airport

Hours: Open Monday through Friday 0730 to 2000, and weekends and holidays from 0900 to 1700.

Single with private bath \$39, \$15 additional person; Single with shared bath \$25, \$15 additional person.

Notes: All rooms have TVs, VCRs, and kitchenettes. Outgoing calls can be made from the

13 July 2001

3d Corps Support Command Pam 37-2

rooms. Pets are allowed with a non-refundable pet deposit.

Highlights: Famous Muenzenberg Castle, location of the annual Renaissance Faire, dates back to the 12th and 13th centuries. Located near the botanical gardens in Giessen, and is across the street from the Veterans Museum on Giessen Depot.

Friedberg Inn

Reservations in Friedberg: DSN 324-1700, CIV 06031-7338300, FAX 06031-7338333

To call rooms, dial from hallway phone: 324 -3136

Where: Bldg. 3643, Ray Barracks, Friedberg, 30 minutes from Frankfurt Airport

Hours: Open Monday through Friday 0700 to 2000, and weekends and holidays from 0830 to 1700.

Single room with private bath \$46, \$15 additional person; Single room with shared bath \$36, \$15 additional person. 1 VIP Suite \$55, \$15 additional person.

Notes: All rooms have TVs, VCRs, and small refrigerator. Pets are allowed with a non-refundable pet deposit. Complimentary danish and juice in room daily. Kitchen available.

Highlights: 30 minutes from Frankfurt Airport. 30 minutes from Hanau and Giessen. Local theme park; petting zoo; nearby Taunus Mountains. Elvis was stationed in Friedberg during his military career.

Baumholder

Lagerhof Inn, Transient Billeting

Where: 222d BSB, DCA, Lagerhof Transient Billeting, Baumholder, APO AE 09034

Telephone: CIV 06783-999300, DSN 485-1700; FAX: 06783-9993455

Hours: Open Monday through Friday from 0700 to 2200. Open Saturday and Sunday from 1000 to 1800.

Single \$42, \$10 additional person; Mini Suite \$48, \$10 additional person;

Suite \$69, \$10 additional person; VIP for 05 and above \$60, \$10 additional person.

Highlights: 70 kilometers from the French border.

Bad Kreuznach

Bad Kreuznach Community Guest House

Where: Bldg. 5649, near Rose Barracks, Bad Kreuznach. Across parking lot from Nahe Community Club.

Telephone: CIV 0671-77122, DSN 490-1700, DSN FAX 490-7692

Hours: Open Monday through Friday from 0700 to 2300 and Saturday, Sunday, and holidays from 0700 to 1500. Closed Christmas and New Years Day.

Notes: Free Coffee.

Highlights: Kuhberg Outdoor Recreation Park, underground spa, and historical bridge houses on the Nahe River.

Wiesbaden

American Arms Hotel and Conference Center

Where: 17 Frankfurter Strasse, Wiesbaden

Front Desk: CIV 0611-343664, FAX 0611-304522, DSN 338-7493

Reservations: CIV 0611-343136, DSN 338-7212

Hours: Front desk is open 24 hours. Reservations office is open from 0800 to 1700 Monday through Friday. Closed 1200 to 1300 for lunch Monday through Friday.

Rooms: 38 private rooms with shared bath (can be used as adjoining family rooms), 70 suites. Standard Room \$49, \$5 for each additional occupant, Suites are \$65, \$5 for each additional

13 July 2001

3d Corps Support Command Pam 37-2

occupant, Executive Suites \$75, \$5 for each additional occupant. Ask about our Great American Weekend rates.

Note: Weinstube (bar) is open from 1600 to 2300 Monday through Thursday, 1600 to midnight on Fridays, and 1700 to 2300 Saturday, Sunday, and U.S. holidays.

Highlights: Located near Wiesbaden's beautiful architectural and cultural center, just three blocks from AAFES-Europe's Hainerberg Shopping Center, commissary, and train station. 25 minutes from Frankfurt Airport. Great for TDY and families with 4 - 5 members

Full Dining Service: American House Restaurant is open for breakfast from 0600 to 0930 Monday through Friday, and from 0800 to 1300 Saturdays and holidays. Coffee, pastries, and snacks (Deli) are available from 0900 to 1300 Monday through Friday. Lunch is from 1100 to 1300 Monday through Friday. Dinner is from 1700 to 2100 Monday through Sunday. Call 0611-343630 for more information.

Additional Services: Game room (36 slot machines) open 24 hours daily. AAFES Shoppette open from 1130 to 1400 and 1500 to 2000 Monday through Sunday. ATM available 24 hours daily. U.S. Mail drop box, for letters only. Coin operated laundry room open 24 hours daily. AAFES 48 hour laundry/dry cleaning service. Barber shop/Beauty shop open from 0900 to 1800 Tuesday through Friday and from 0900 to 1500 Saturdays. Closed on Sundays and Mondays.

**** The Great American Weekend**

The American Arms invites you to visit their amazing city and takes away some of the stress by offering their "Great American Weekend" rates making your getaway affordable, comfortable, familiar, and convenient! All rooms are furnished with direct-dial phones, refrigerators, TV, VCR, irons, and ironing boards! You may also indulge in the finest of eatery in the American House Restaurant! Join us for a great getaway weekend. So great it had to be named "*The Great American Weekend*." Call 338-7493 or 0611-343-134.

13 July 2001

3d Corps Support Command Pam 37-2

U.S. Air Force Lodging

General Cannon Hotel

Where: Bldg. 1018, Ramstein Air Base

Telephone: CIV 06371-43856, FAX 06371-477109, DSN 480-7411, DSN FAX 480-7109

Hours: Open 24 hours

Notes: No pets

Highlights: Kaiserslautern-area military facilities

Ramstein Inn North

Where: Bldg. 305, Ramstein Air Base

Telephone: CIV 06371-476652, FAX 06371-42589, DSN 480-2228 for front desk,
DSN 480-2614/2445/7345 or 490-7864 for reservations

Hours: Open 24 hours

Ramstein Inn South

Where: Bldg. 2408, Ramstein Air Base

Telephone: CIV 06371-475529, DSN 480-5529

Hours: Open 24 hours

Ramstein Inn at Vogelweh

Where: Bldg. 1002, Vogelweh in Kaiserslautern

Telephone: CIV 0631-5367190, DSN 489-7190

Hours: Open 24 hours

Kaiserslautern Community Lodging

Where: Bldg. 216 on Sembach Air Base

Telephone: CIV 06302-677588, FAX 06302-4948, DSN 496-7588

Hours: Open 24 hours

Rhein Main Lodging

Where: Bldg. 600, Rhein Main Air Base near Frankfurt airport

Telephone: CIV 069-699-7265/7266, FAX 069-6997440, DSN 330-7265/7266, DSN FAX 330-7440

Hours: Open 24 hours

Highlights: Near Frankfurt with its historic cathedral, Roemerberg Square, Goethe's boyhood home, museums and night scene across the Main River in Sachsenhausen. City bus tours offer an excellent first look.

Eifel Arms Inn

Where: Bldg. 38, Spangdahlem Air Base

Telephone: CIV 06565-616504, FAX 06565-954444, DSN 452-6504, DSN FAX 452-7684

Hours: Open 24 hours

Highlights: About 20 minutes from Germany's oldest city Trier and Manderscheid Castle.

Nearby wildlife park and about an hour from Kaiserslautern.

Notes: All facilities are open to active-duty personnel, DoD civilians, and military retirees.

Ramstein Inn at Landstuhl

Where: Bldg. 3752 on Landstuhl base near Kaiserslautern

Telephone: CIV 06371-868342, FAX 06371-867627, DSN 486-8342, DSN FAX 486-7627

Hours: Open 24 hours

Military Lodging in England

RAF Alconburg

Where: 60 miles north of London in East Anglia, the easternmost part of the country. The Britannia Inn is located in Bldg. 639.

Telephone: CIV 01480-826000, FAX 01480-454127, DSN 268-6000

Hours: Open 24 hours

Highlights: Oliver Cromwell country and central location for visiting major cities

RAF Croughton

Where: 12 miles north of Oxford. Shepherd's Rest is located in Bldg. 33.

Telephone: CIV 01280-708394, FAX 01280-708414, DSN 236-8055

Hours: Open Monday through Friday from 6 a.m. to 6 p.m. Saturday, Sunday, and holidays from 8 a.m. to 1 p.m.

Highlights: Quiet, countryside location: central location for visiting major cities (London less than an hour away) . Oxford and Blenheim Palace are just down the road.

RAF Fairford

Where: 18 miles west of Oxford. Stirling House is located in Bldg. 551.

Telephone: CIV 01285-714272, FAX 01285-714886, DSN 247-4272/4962

Hours: Open Monday through Friday from 7 a.m. to 5 p.m.; Saturday and Sunday from 7:30 a.m. to 2 p.m.

Highlights: Located in the Cotswolds countryside, central location for visiting major cities and attractions, including the Roman ruins at the Chedworth Roman Villa.

RAF Lakenheath

Where: 35 miles northeast of Cambridge in East Anglia, the easternmost region of the country. The Liberty Lodge is located in Bldg. 955.

Telephone: CIV 01638-526700, FAX 01638-526717, DSN 226-6700

Hours: Open 24 hours

Highlights: Central location for visiting major cities and attractions such as the cathedral at Ely, good access to ferries, about 70 miles north of London.

RAF Mildenhall

Where: 27 miles northeast of Cambridge in East Anglia. The Gateway Inn is located in Bldg. 459.

Telephone: CIV 01638-552655, FAX 01638-543688, DSN 238-2655

Hours: Open 24 hours

Highlights: Central location for visiting major cities and attractions such as the cathedral at Ely, good access to ferries, about 70 miles north of London, close to PAF Lakenheath and its facilities.

Portsmouth Royal Sailors Home Club

Where: The club is located on Queen Street in Portsmouth.

Telephone: CIV 0170-5824231, FAX 0170-5293496, DSN 238-2655

Hours: Open 24 hours

13 July 2001

3d Corps Support Command Pam 37-2

Notes: This club is for enlisted personnel only

Highlights: Located in the harbor where many of the historic ships are docked. Breakfast included. Launderette, restaurant, and bar facilities.

Royal Fleet Club

Where: 9-12 Morice Square in Plymouth, about a mile from the city center.

Telephone: CIV 01752-562723, FAX 01752-550725

Hours: Open 24 hours

Highlights: Located near the Cornwall beaches, near Darmoor. Full English breakfast included.

Restaurant and bar facilities.

Victory Services Club

Where: 63/79 Seymour Street in London's West End.

Telephone: CIV 0171-7234474, FAX 0171-7241134

Hours: Open 24 hours

Highlights: Central location in London, only two blocks from the Marble Arch station, easy walking to Oxford Street, Hyde Park, Mayfair. Club facilities include a grill room, bar, game room, television rooms, and library.

Union Jack Club

Where: The Union Jack is located on Sandell Street in London.

Telephone: CIV 0171-9286401, FAX 0171-6200565

Hours: Open 24 hours

Highlights: Central location in London, opposite the Waterloo train station. Ten minutes from the West End. Bar, color television, launderette, reading/writing rooms, and conference rooms. An officer's annex includes bar, dining room, and bedroom accommodations for individual officers and their families.

13 July 2001

3d Corps Support Command Pam 37-2

Military Lodging in Belgium

SHAPE/Chiervres Community

Where: SHAPE/Chievres community is in Mons, in southwest Belgium. Facilities are located in Hotel Raymond, 27 Blvd. Charles Quint, 7000 Mons. The hotel is about 8 miles from the international base and 15 miles from U.S. facilities.

Telephone: CIV 32-65-32-75-11, FAX 32-65-32-75-01

Hours: Open 24 hours

Highlights: Continental breakfast available. Van Gogh museum is nearby.

Military Lodging in Italy

Camp Darby

Where: Lodging Office, Bldg. 202, Camp Darby, midway between Livorno and Pisa
Telephone: CIV 050-54-7448, DSN 633-7448/7580, DSN FAX 633-7373
Hours: Open Monday through Friday from 8 a.m. to 6 p.m. Saturday, Sunday, and holidays from 9 a.m. to 3 p.m.
Notes: Priority PCS/TDY. On—leave guests may reserve only up to two days in advance.

Camp Darby Sea Pines Lodge

Where: Bldg. 836 in Camp Darby
Telephone: CIV 050-54-7225, FAX 050-54-7758, DSN 633-7225/7221/7791/7616, DSN FAX 633-7758
Highlights: Located in Tuscany, one hour from Florence. Camp Darby has its own stretch of Mediterranean beach at the resort town of Tirrenia. Leaning Tower of Pisa is six miles away.

La Maddalena Navy Support Office

Where: Calabro Hall, located off the northern tip of the island of Sardinia.
Telephone: CIV 0789-798297/416/417/418/419, FAX 0789-798249, DSN 623-8297/416/417/418/419, DSN FAX 623-8249
Hours: Open 24 hours
Notes: Temporary military lodging not available for personnel on leave or temporary duty.
Highlights: The ruins of more than 50 fortresses make great hiking and camping sites.

Naples Naval Support Activity

Where: BEQ (Bachelor's Enlisted Quarters), Bldg. 71, Naples, south of Rome
Telephone: CIV 081-724-4842, FAX 081-7243512, DSN 625-4852, DSN FAX 625-3512
Hours: Open 24 hours

Hotel Costa Bleu

Where: Navy Lodge Hotel in Pinetamare district of Naples
Telephone: CIV 081-5097120/21/22/23, FAX 081-5097124
Notes: Takes families and children. Near beach. Difficult availability.
Highlights: Palace and gardens reminiscent of Versailles, Pozzuoli with volcanic activity and Roman ruins. MWR tours to Pompei, Capri, Ischia, and more.

Admiral Carney Park

Where: 54—acre Recreation and Sports Complex, 30 minutes north of Naples
Telephone: CIV 081-5261579, FAX 081-5264813
Notes: Usually full on weekends and holidays. Takes reservations up to 90 days in advance.
Highlights: 9-hole golf course with pro shop, Olympic-sized pool (open Memorial Day through Labor Day), softball fields, shoppette, mini-mart shop (open Wednesday -Sunday in summer, closed in the winter), four tennis courts, rental athletic and camping equipment, retail sports store, restaurant/pizzeria, tent sites, and trailer hookups. Historic Pompeii, Herculaneum, beaches on Capri and Ischia. In Naples, the National Museum, nearby Art Gallery of Capodimonte.

Sigonella Naval Air Station

Where: Navy Lodge on the east coast of the island of Sicily, NAS 1, Bldg. 313.
Telephone: CIV 095-7130190, FAX 095-7130206, DSN 624-4082

13 July 2001

3d Corps Support Command Pam 37-2

Hours: Open 24 hours

Notes: Active duty has priority. Non-active duty must reserve 30 days in advance.

Recommended to call more than one month in advance. Difficult availability.

Highlights: Greek ruins in Taormina; Syracuse, Greek theater, Roman ruins. Two hours to Agrigento, Greek ruins. Two hours from capital Palermo and its Arabic-style churches, catacombs, and architectural museum.

Aviano Air Base

Where: Adjacent to town of Aviano in Pordenone province, Area II in Aviano.

Bldg. 274 (temporary), Mountain View Lodge

Telephone: CIV 0434-667262, FAX 0434-660598, DSN 632-7262/7722

Hours: Open 24 hours

Highlights: Castello di Aviano - Aviano's castle ruins, Pordenone for shopping, strolling, and cappuccino. Venice is about 1 hour away.

Vicenza Community

Where: Ederle Inn Guesthouse, Bldg. 345, in the city of Vicenza in northern Italy.

Telephone: CIV 0444-518034/8035, FAX 0444-515380, DSN 634-8034/8035

Notes: Those on leave allowed to book on Space-A basis only. Rooms reserved for those on official business. Difficult availability.

Highlights: Teatro Olimpico, built to Andrea Palladio's design in 1520, Palazzo Chiericati, one of Palladio's most outstanding works built in 1550, Basilica di Monte Berico, church in Baroque style. In summer months, Saturday English tours of the city of Vicenza. Verona, city of Romeo and Juliet, and monuments. Venice, Florence, and Pisa are close.

San Vito dei Normanni Air Station

Where: On the heel of Italy's boot, between Brindisi and the town San Vito dei Normanni.

Lodging Office, Bldg. 455, Jefferson Ave.

Telephone: CIV 0831-423325, DSN 622-3325

Highlights: From Brindisi 10 boats a day go to Greece; popular beaches; Lecce, a half-hour away, has churches, museums, shopping; Taranto, one hour away, is larger city.

Military Lodging in Middle East

Bahrain

Where: Navy family service center on a group of islands off the coast of Saudi Arabia in the Persian Gulf. A 15-mile causeway connects Manama with the mainland at Saudia Arabia.

Telephone: CIV 973-727-762, FAX 973-727-291

Hours: Open 24 hours

Highlights: MWR lounge, golf, racquetball court, whirlpool, and swimming pool; base facilities.

Saudi Arabia Dhahran

Where: Dhahran Community is on the Persian Gulf near Bahrain.

Telephone: CIV 966-3899-1119-431-4018, FAX 966-3899-1119-431-7312

Highlights: Community is headquarters for the U.S. Military Training Mission to Saudia Arabia.

Incirlik Air Base

Where: Incirlik Air Base is in southeast Turkey, 30 miles north of the Mediterranean Sea.

Billeting is in Bldg. 1081.

Telephone: CIV 90-322-316-9357, FAX 90-322-316-9341, DSN 676-6786/9357/9341, DSN FAX 676-9341

Hours: Open 24 hours

Highlights: Sports center and day room.

Izmir Air Station

Where: The Izmir community is located in the city of Izmir on Turkey's Aegean coast.

Telephone: CIV 90-232-489-4090, FAX 90-232-489-4089, DSN 675-3366

Hours: 7 a.m. to 11 p.m. daily

Highlights: Near the ancient ruins of Ephesus.

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE BAMBERG AREA

<u>AREA</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
OBERE KOENIGSTR 19-21 BAMBERG	FAESSLA GASTHOF	0951-26516/22998	DM 63	DM 98
URBANSTR 18 BAMBERG	KAISERDOM- STUBEN HOTEL	0951-980730	DM 85	DM 125-145
HEILIGGRABSTR 1 BAMBERG	DIE ALTE POST	0951-980260	DM 75	DM 120
AN DER BREITENAUZ	MAINFRANKEN HOTEL	0951-30920	DM 104 DM 89 W/O BREAKFAST	

GOVERNMENT GUESTHOUSE

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE</u>	<u>DOUBLE</u>
WARNER BKS BLDG 7678 BAMBERG	BAMBERG INN	469-1700/8604	\$45.00 (Shared Bath)	\$50.00
	Mini Suite/Private Bath		\$60.00	\$70.00
BAMBERG BARRACKS POC 469-7138/7174				

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE GRAFENWOEHR AREA

<u>AREA</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
MARIENPLATZ 8 GRAFENWOEHR	HOTEL ZUR POST	09641-2210	DM 55	DM 65 - 90
NEUE AMBERGER STR 27 GRAFENWOEHR	HOTEL-GASTHOF	09641-92270 FAX: 09641-922727	DM 65 - 90	DM 100 - 120
NEUE AMBERGER STR 29 GRAFENWOEHR	HOTEL CAFÉ BÖHM	09641-2277 FAX: 09641-8456	DM 53 - 68	DM 93 - 100
NEUE AMBERGER STR 89 GRAFENWOEHR	HOTEL/RESTAUR. BAYERISCHER HOF "MOM'S PLACE"	09641-2316 FAX: 09641-923235	DM 30 - 40	DM 50 - 60
NEUE AMBERGER STR 52 GRAFENWOEHN	HOTEL RATTUNDE	09641-92080 FAX: 09641-920855	DM 60	DM 100
			<u>WO/BREAKFAST</u>	<u>WO/BREAKFAST</u>
UNTER TORSTR 21 GRAFENWOEHR	HOTEL-GASTHOF	09641-2117	DM 55	DM 90

13 July 2001

3d Corps Support Command Pam 37-2

GOVERNMENT GUESTHOUSE GRAFENWOEHR

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE</u>	<u>SINGLE</u>	<u>DOUBLE</u>
GRAF TRNG	TOWER INN	475-1700	\$30.00	\$34.00
AREA		09641-831700	SUITE \$40.00	\$46.00
GRAFENWOEHR				
COMBAT	SUNRISE LODGE	466-1700	\$30.00	\$34.00
MANEUVER TRAINING CENTE		09472-831700	SUITE \$40.00	\$46.00
HOHENFELS				

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE HEIDELBERG AREA

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
LANGLACHWEG 18 FRIEDRICHSFELD (CLOSE TO TOMPKINS BARRACKS)	E-TAP	0621-475572	DM 76.90	DM 97.80
KARLSRUHAR STR. 93 HEIDELBERG CLOSE TO CAMPBELL BARRACKS	ROSE	06221-31380	DM 120	DM 150 - 180
PETER-WENZEL- WEG 11 HEIDELBERG	WALDHORN	06221-800294	DM 70 (Credit Card Required)	
ST. ILGENER STR. 7-11 LIEMEN	TRAUBE	06224-76086	DM 120	DM 160 - 185
FRIEDRICHS ABERT STR. 34 SCHWETZINGEN	CENTRAL HOTEL	06202-270577	DM 95 - 120	DM 120 - 150
ZEYER 66 SCHWETZINGEN	BLAUES LOCH	06202-21360	DM 60	

APARTMENT/ NO BREAKFAST

RATHAUS STR 45 HEIDELBERG	RESIDENC ROHRBACH	06221-31290	DM 70 - 95	DM 105 - 125
------------------------------	----------------------	-------------	------------	--------------

13 July 2001

3d Corps Support Command Pam 37-2

GOVERNMENT GUESTHOUSE HEIDELBERG

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE</u>	<u>DOUBLE</u>
PATRICK HENRY VILLAGE 1BLDG 4527 HEIDELBERG	U. S. ARMY GUESTHOUSE	370-1700/388-9449 06221-7950/795100 FAX: 06221-795600	\$49.00	\$59.00
BENJAMIN FRANKLIN HOUSING AREA, BLDG 312 MANNHEIM	FRANKLIN GUESTHOUSE	380-1700/6547 0621-7301700 FAX: 0621-738607	\$55.00 (\$10.00 2 nd Person) SUITE \$65.00 (\$10.00 2 nd Person)	

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE ILLESHEIM AREA
BAD WINDSHEIM

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
KNÖRRGASSE 5 BAD WINDSHEIM	GASTHOF "ZUM BIRNBAUM	09841-1565	DM 40/45	DM40/45
SEEGASSE 31 BAD WINDSHEIM	GASTHOF "GOLDER ANKER"	09841-2322	DM 40/55	DM40/45
AN DER HEUWAAG 1 BAD WINDSHEIM	PASTORIUS MAUS	09841-7078	DM 35/45	DM 35/40
HAUPLSTR. 34 STATTEIL ICKELHEIM	GASTHAUS "GOLDENES KREUZ"	09841-2848	DM 30	DM 30

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE MANNHEIM AREA

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
LANGLACHWEG 18 FRIEDRICHSFELD (CLOSE TO TOMPKINS BARRACKS)	E-TAP	0621-475572	DM 76.90	DM 97.80
KAEFERTALERSTR 5 KAEFERTAL	HOTEL BUDAPEST	0621-3393133	DM 75	DM 130
MANNHEIMER STR 34 KAEFERTAL	HOTEL AM PARK	0621-727930	DM 70	DM 120
KIESSTRASSE 2 MANNHEIM (NEAR SHOPPING CENTER)	HOTEL TENNE	06204-8547/77711	DM 95	DM 120
MANNHEIMERSTR 59 MANNHEIM (NEAR SHOPPING CENTER)	HOTEL AM KAPPELLENBERG	06204-77077	DM89	DM 115
HOLDER LIN STR 2 – 4 MANNHEIM (NEAR SHOPPING CENTER)	CENTRAL HOTEL	06204-96420	DM 109	DM 155 (FOR THESE PRICES, MUST HAVE VAT FORM)

13 July 2001

3d Corps Support Command Pam 37-2

GOVERNMENT GUESTHOUSE MANNHEIM

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE</u>	<u>DOUBLE</u>
BENJAMIN	FRANKLIN	380-1700/6547	\$55.00	\$65.00
FRANKLIN	GUESTHOUSE	0621-7301700	SUITE \$65.00	\$75.00
HOUSING AREA, BLDG 312		FAX: 0621-738607		
MANNHEIM				
PATRICK	U. S. ARMY	370-1700/388-9449	\$49.00	\$59.00
HENRY VILLAGE	GUESTHOUSE	06221-7950/795100		
BLDG 4527		FAX: 06221-795600		
HEIDELBERG				

MANNHEIM BARRACKS COORDINATE WITH SSG SCOTT, 380-9496, S3, WHO WILL
MAKE RESERAVATION WITH SSG MARTIN, 380-4419
(ONLY CONTACT SSG MARTIN IF YOU CANNOT REACH
SSG SCOTT.

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE RAMSTEIN/KAISERSLAUTERN AREA

<u>AREA</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
STEINWENDENER STR 23 RAMSTEIN-MIESENBACH	HOTEL-CAFÉ “KLINCK”	06371-50743	DM 56	DM 112
STEINWENDENER STR 33 RAMSTEIN-MIESENBACH	HOTEL-REST “GRUENNER WOOG”	06371-5356/96100	DM 85	DM 120
AUF DER PIRSCH 12 RAMSTEIN-MIESENBACH	HOTEL-REST “LANDGASTHOF PIRSCH”	06371-5930	DM 95	DM 145-155
DANSENBERGER STR 64 KAISERSLAUTERN	LANDHAUS WOLF	0631-51602	DM 75	DM 130
RUDOLF- BREITSCHIED STR 7 KAISERSLAUTERN	BLUM HOTEL	0631-316210	DM 80	DM 120
NORDBAHN STR 40 KAISERSLAUTERN	BABOT	0631-47211	DM 70	DM 110

13 July 2001

3d Corps Support Command Pam 37-2

GOVERNMENT GUESTHOUSE RAMSTEIN/KAISERSLAUTERN AREA

ADDRESS/NAME

TELE #

BOOKINGS FOR ALL RAMSTEIN INNS AND SEMBACH INN MUST BE MADE
THROUGH CENTRAL BOOKING.

ROOM RATE

CENTRAL BOOKING 480-4920

\$18.50
(PRICES AT ALL RAMSTEIN INNS)

RAMSTEIN INN NORTH 480-2228
RAMSTEIN AB, BLDG 305

RAMSTEIN INN AT LANDSTUHL
LANDSTUHL, BLDG 3752
486-8342/8128

RAMSTEIN INN SOUTH 480-5529
RAMSTEIN AB, BLDG 2408

SEMBACH INN 496-7588
SEMBACH AIR BASE

RAMSTEIN INN AT VOGELWEH
VOGELWEH, BLDG 1002 489-7190

KAISERSLAUTERN CMTY LODGING
SEMBACH AB, BLDG 216 496-7588

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE VILSECK AREA

<u>AREA</u>	<u>NAME</u>	<u>TELE#</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
MARKTPLATZ 4 VILSECK	“ZUM HIRSCHEN” (HOTEL ANGERER)	09662-7090	DM 55 - 99	DM 85 - 138
HERRENGASSE 8 VILSECK	TURNHOTEL	09662-7090	DM 69, 79 & 99	DM 110, 125 & 138
VORSTADT1 VILSECK	GASTHOF HAMMER	09662-41210	DM 65	DM 120
VILSTALSTR 20 SCHLICHT	PENSION MUEHLENHOF	09662-41110	DM 44	DM 75
BAYREUTHER STR 1 SCHLICHT	GASTHOF STROELL	09662-6485	DM 35	DM 70
SCHLICHT, MARKPLATZ 35	“ZUM ROTEN HAHN”	09662-41110	DM 43	DM 88
			<u>WO/BREAKFAST</u>	<u>WO/BREAKFAST</u>
BAHNHOFSTR 8 VILSECK	PENSION “ZUM SCHWAN”	09668-6421	DM 40	DM 80

GOVERNMENT GUESTHOUSE

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE</u>	<u>DOUBLE</u>
ROSE BKS BLDG 275 VILSECK	KRYSTALL INN	476-1700/2555	\$30.00	\$34.00
		(SUIT	\$40.00	\$44.00

13 July 2001

3d Corps Support Command Pam 37-2

HOTELS IN THE WIESBADEN AREA

<u>AREA</u>	<u>NAME</u>	<u>TELE#</u>	<u>SINGLE RM W/BREAKFAST</u>	<u>DOUBLE RM W/BREAKFAST</u>
STOLBERGER STR 60 WIESBADEN-NORDENSTADT	STOLBERG HOTEL	06122-9920	DM 100-130	DM 65-80 /PERSON
			W/O BREAKFAST	W/O BREAKFAST
BORSIGSTRASSE 30 WIESBADEN-NORDENSTADT	E-TAP	06122-702620	DM 72.90	DM 93.80

GOVERNMENT GUESTHOUSE

<u>ADDRESS</u>	<u>NAME</u>	<u>TELE #</u>	<u>SINGLE</u>	<u>DOUBLE</u>
WIESBADEN ARMY AIRFIELD	SUSTAINER INN (If G3 not available call 337-7274/7273)	337-6614(G3)	NO COST(CALL G3 FOR RM)	
FRANKFURTER STR 17 WIESBADEN	AMERICAN ARMS HOTEL	0611-343664 (SUITE)	\$49.00 (STANDARD ROOM/SHARED BATH) \$65.00	\$54.00 \$70.00

13 July 2001

3d Corps Support Command Pam 37-2

Appendix F Barracks Availability POCs

Listed are the points of contact for availability of barracks lodging when on TDY within 3D COSCOM.

<u>AREA</u>	<u>UNIT</u>	<u>POC</u>	<u>DSN</u>
BABENHAUSEN	77 th MT	1SG	348-3697/3821
BAMBERG	7 th CSG, HHD	1SG	469-7138/7174
	240 th QM	1SG	469-7817
	317 th MT	1SG	469-8843
DARMSTADT	596 th ORD	1SG	348-6220
GIEBELSTADT	B Co., 7-159 th AVN	1SG	352-7554
HANAU	16 th CSG	1SG	322-8962/8499
	18 th CSB	1SG	322-8331
	26 th QM	1SG	322-8061/8278
	71 st ORD	1SG	322-9086/8634
	149 th MT	1SG	322-8660
	485 th CSB	1SG	322-8531/8497
ILLESHEIM	HHD, 7-159 th AVN	1SG	467-4467/4487
KITZINGEN	147 th MT	1SG	355-2655
MANNHEIM	181 st TRN, HHD	1SG	380-9496/4419
	(AMFL)	1SG	382-4271/4666
	NSE	1SG	380-6194/6355
VILSECK	529 th MT	1SG	476-3188
WIESBADEN	77 th MT	1SG	337-5144
	STB	1SG	337-7251/6160
	SUSTAINER INN - contact	G-3	337-6614/5470
	If no answer contact Tony at 337-7274, Cell Phone 0177-6761476		
	Fax 337-7420		

13 July 2001

3d Corps Support Command Pam 37-2

APPENDIX G

RENTAL CARS

1. Instructions for Sixt Rent a Car
2. All personnel **MUST** inform Sixt that he/she is on Official Travel for 3D COSCOM (Take a copy of DD1610 or email authorizing rental for backup.)
3. One (1) day vehicle rental, **MUST** be returned within 24 hrs.
4. Sixt is not to charge you more than the agreed upon Price.
NOTE: If agent doesn't agree to the listed prices, have agent contact Petra Marten at 089-61414686.

Prices at Sixt Rent a Car

GROUP	TYPE OF CAR	DM DAILY RENTAL WITH 3% DISCOUNT	DM WEEKLY RENTAL WITH 3% DISCOUNT	DM MONTHLY RENTAL WITH 3% DISCOUNT
A - Subcompact	Opel, Corsa, Fiat Punto	67.00	319.50	824.00
B - Compact	Opel, Astra, Fiat Brava	86.50	377.50	950.00
C - Intermediate	Ford Mondeo, Opel Vectra	96.00	416.50	1,066.00
D - Standard	BMW 3 Series, Alfa 156	115.50	484.00	1,260.00
E - Premium	BMW 520i, Saab 9-5	145.00	562.00	1,648.00
F - Luxury	BMW 528i, Mercedes E240	183.50	630.00	1,842.00
G - Extraordinary	BMW 7 Series	222.50	824.00	2,327.00
M - Minivan	Minivan (6 pax)	115.50	484.00	1,260.00
H - Van	Van (7-9 pax)	193.00	639.50	1,891.00

Reservations should be made 3 days in advance or at a minimum 24 hrs in advance in order to get above listed prices.

NOTE: If no DD1610 was utilized, claim is prepared on SF1164 with all approvals attached.

5. Fuel **MUST** be purchased through AAFES Gas Stations or with Fuel Coupons for reimbursement. Sample of authorization to purchase fuel is enclosed.
6. REMEMBER, if traveling early Monday morning, and arrangements cannot be made with Sixt to pick up vehicle on Monday, weekend pickup of vehicle may not be more cost effective than POV.

13 July 2001

3d Corps Support Command Pam 37-2

7. Instructions for Enterprise Auto Rental (currently available in Wiesbaden ONLY)
8. All personnel MUST inform Enterprise that he/she is on Official Travel for 3D COSCOM.
9. Copy of DD1610 or email authorizing rental for backup plus ID card and drivers license required prior to rental.
10. One (1) day vehicle rental, MUST be returned within 24 hrs.
11. Price includes insurance and exclusive of VAT. Payment MUST be made with Government Travel Card in order to recover the deductible cost if damage/accident occurs.

Prices at Enterprise Auto Rental - free pick-up service included - call 0611-716360 for reservations

GROUP	TYPE OF CAR	DM DAILY RENTAL INCL ALL KM	DM WEEKLY RENTAL 1500 KM	DM MONTHLY RENTAL 4000 KM
A - Subcompact	Ford Ka, Peugeot 206/VW Lupo	60.00	282.00	762.00
B - Compact	VW Golf/Opel Astra	70.00	329.00	889.00
C - Intermediate	Renault Scenic/Skoda Octavia	90.00	423.00	1,143.00
Minivan (6/7 pax)	Galaxy/Sharan	149.00	625.00	1,875.00

13 July 2001

3d Corps Support Command Pam 37-2

APPENDIX H

COMPETENT MEDICAL AUTHORITY (CMA)
DEPARTMENT OF THE ARMY
HEADQUARTERS. EUROPEAN HEALTH SERVICES SUPPORT AREA
CMR #402
APO AS 09180

MCEU-PAD (40)

MEMORANDUM FOR CDR. _____

SUBJECT. Statement of Competent Medical Authority (CMA) for Active Duty Outpatient Travel

1. References:

- a. AR 40-3
- b. AR 37-100-95
- c. USAREUR REG, 40-353

2. SOLDIERS NAME/SSN/GRADE _____

a member of your command, requires medical care not available from his/her servicing military facility. Travel is authorized at government expense, utilizing UNIT TDY FUNDS if military transportation is not available (e.g. government bus).

3. The patient has/had an appointment at (Name of Hospital Clinic, Date) _____

4. Government transportation is available/is not available to transport the patient to the medical appointment. PRINTED NAME OF UNIT COMMANDER OR TRAVEL ORDER ISSUING AUTHORITY, SIGNATURE, AND OFFICE TELEPHONE NUMBER

(MUST be signed by unit commander)

5. If government transportation is not available, travel orders, DD 1610 should be prepared by the sponsors unit. The FUND CITE to be used on the travel orders is the Soldier's Unit fund cite. A travel voucher with this statement of CMA, validated by the patient administration division of the hospital, should be filed at the local finance and accounting office within five (5) days after completion of the TDY.

6. This statement of competent medical authority was issued by: PRINTED NAME, GRADE, SIGNATURE, CLINIC/HOSPITAL TELEPHONE#: _____

7. Validating Official: The soldier was treated on Date _____
PRINTED NAME, GRADE, SIGNATURE, TELEPHONE# _____
(If Inpatient MUST be signed off and date indicated by the hospital) _____

13 July 2001

3d Corps Support Command Pam 37-2

DEPARTMENT OF THE ARMY
LANDSTUHL REGIONAL MEDICAL CENTER
CMR#402
APO AE 09180

MCEUL-PAD (40)

MEMORANDUM FOR CDR

SUBJECT: Statement of Competent Medical Authority (CMA) for Non-Medical attendants (NMAs) accompanying Active Duty for inpatient care.

1. References:

- a. DFAS-IN Manual 37-100-** (00)
- b. USAREUR REG. 40-353

2. SPONSORS NAME/SSN/GRADE/NAME OF NMA _____
a member of your command, requires medical care not available from his/her servicing military facility. Travel is authorized at government expense if military transportation is not available (e.g. government bus).

3. The patient has an appointment/will be hospitalized at (Name of MTF Hospitalization/
Appointment Date) _____

4. Government transportation is available/is not available to transport the patient to the medical appointment. PRINTED NAME OF UNIT COMMANDER OR TRAVEL ORDER ISSUING AUTHORITY, SIGNATURE, AND OFFICE TELEPHONE NUMBER.

(Must be signed by unit commander)

5. If government transportation is not available Invitational Travel orders should be prepared by the sponsors unit. The MEDICAL FUND CITE to be used on the travel orders is:

97 0 0130.1881 74-3240 21T1/21T2 P847714.24 HDAR 591596

This fund cite is valid through 30 September 2000. A travel voucher with this statement of CMA validated by the patient administration division of the hospital should be filed at the local finance and accounting office within five (5) days after completion of the TDY.

6. This statement of competent medical authority was issued by: PRINTED NAME, GRADE, SIGNATURE, CLINIC/HOSPITAL, TELEPHONE#: _____

7. Validating Official: The soldier was hospitalized on Date _____
discharged on Date _____ PRINTED NAME, GRADE, SIGNATURE,
TELEPHONE #: _____
(Must be signed off and Dates indicated by the hospital)

13 July 2001

3d Corps Support Command Pam 37-2
USAMEDDAC WUERZBURG
UNIT#26610
APO AE 09244

MCEUW-PAD-A&D

DATE: _____

MEMORANDUM FOR CDR _____

SUBJECT: Statement of Competent Medical Authority (CMA) for Active Duty Dependent Outpatients and Necessary Attendants.

1. References:

- a. DFAS-IN-MANUAL 37-100-00
- b. AR 40-535

2. NAME OF PATIENT/SSN/GRADE/NAME OF NMA: _____
a member of your command requires medical care not available from his/her servicing military facility. Travel is authorized at government expense if military transportation is not available (e.g. government bus.)

3. The patient has an appointment at (Name of Hospital, Clinic, Date & Time):

4. If government transportation is not available, invitational travel orders should be prepared by the sponsor's organization prior to the patient's departure for this mission. The following fund cite will be used on the travel orders in the format below:

97 0 0130.1881 74-3240 847714.25 2IT1/2IT2 XXXOO#####*****NDAS S9I596

XXX = 1st 3 letters of last name

= last four numbers of SSN

***** = order number

This Fund Cite is valid 1 Oct 1999. A travel voucher with this Statement of CMA, validated by the Patient Administration Division of the hospital must be filed at the local Finance and Accounting Office within five (5) working days after completion of the travel.

5. This Statement of CMA was issued by:

Deborah E. Bray, LTC, AN

USAHC Bamberg, Commanding _____

TO BE COMPLETED BY SOLDIER'S UNIT

6. Government transportation is available/is not available to transport the patient to LRMC.
PRINTED NAME OF UNIT COMMANDER OR TRAVEL ORDER ISSUING AUTHORITY,
SIGNATURE AND OFFICE TELEPHONE NUMBER. _____

TO BE COMPLETED AT TIME OF APPOINTMENT

7. Validating Official: This patient was treated or admitted on (date) _____

Patient was discharged on (date) _____

PRINTED NAME, GRADE, SIGNATURE, TELEPHONE# _____

13 July 2001

3d Corps Support Command Pam 37-2

APPENDIX I

FROM	TO	ROUND TRIP MILEAGE	ROUND TRIP COST \$	COST ONE DAY \$ RENTAL CAR/GAS AT CONV OF DM2 TO \$1
BABENHAUSEN	LANDSTHUL	176	60.72	\$51.98
	HEIDELBERG	108	37.26	\$44.84
	HANAU	28	9.66	\$36.44
	K'TOWN	156	53.82	\$49.88
BAD KREUZNACH	BAUMHOLDER	74	25.53	\$41.27
BAMBERG	BAD KREUZNACH	332	114.54	\$68.36
	FRANKFURT	238	82.11	\$58.49
	FRIEDBERG	264	91.08	\$61.22
	FRIEDRICHSFELD	306	105.57	\$65.63
	GIEBELSTADT	118	40.71	\$45.89
	GRAFENWOEHR	136	46.92	\$47.78
	HANAU	224	77.28	\$57.02
	HEIDELBERG	300	103.50	\$65.00
	HOHENFELS	164	56.58	\$50.72
	LANDSTUHL	388	133.86	\$74.24
	MANNHEIM	310	106.95	\$66.05
	RAMSTEIN	380	131.10	\$73.40
	RHEIN MAIN	244	84.18	\$59.12
	SEMBACH	352	121.44	\$70.46
	WIESBADEN AAF	274	94.53	\$62.27
	WURZBURG	98	33.81	\$43.79
	VILSECK	148	51.06	\$49.04
DARMSTADT	GERMERSHEIM	114	39.33	\$45.47
	HEIDELBERG	74	25.53	\$41.27
	MANNHEIM	66	22.77	\$40.43
	FRIEDRICHSFELD	70	24.15	\$40.85
	K'TOWN	122	42.09	\$46.31
	GRAFENWOEHR	380	131.10	\$54.10
	RAMSTEIN	142	48.99	\$37.10
GIEBELSTADT AB	BAMBERG	118	40.71	\$45.89
	LANDSTUHL	310	106.95	\$66.05

13 July 2001

3d Corps Support Command Pam 37-2

GRAFENWOEHR	GERMERSHEIM	420	144.90	\$77.60
	HOHENFELS	120	41.40	\$46.10
	K'TOWN	480	165.60	\$83.90
	LANDSTUHL	500	172.50	\$86.00
	VILSECK	34	11.73	\$37.07
	WIESBADEN AAF	410	141.45	\$76.55
	WURZBURG	234	80.73	\$58.07
	RAMSTEIN	492	169.74	\$85.16
HANAU	BAD KREUZNACH	126	43.47	\$46.73
	BAUMHOLDER	200	69.00	\$54.50
	DARMSTADT	62	21.39	\$40.01
	GARMISCH	526	181.47	\$88.73
	GERMERSHEIM	176	60.72	\$51.98
	GIESSEN	86	29.67	\$42.53
	GRAF	358	123.51	\$71.09
	HEIDELBERG	136	46.92	\$47.78
	HOHENFELS	350	120.75	\$70.25
	KAISERSLAUTERN	186	64.17	\$53.03
	LANDSTUHL	204	70.38	\$54.92
	MAINZ	74	25.53	\$41.27
	MANNHEIM	128	44.16	\$46.94
	RHEIN MAIN	44	15.18	\$38.12
	SECKENHEIM	136	46.92	\$47.78
	SEMBACH	158	54.51	\$50.09
	STUTTGART	268	92.46	\$61.64
	VILSECK	332	114.54	\$68.36
	WIESBADEN AAF	68	23.46	\$40.64
	WURZBERG	126	43.47	\$46.73
HEIDELBERG	GARMISCH	466	160.77	\$82.43
	LANDSTUHL	118	40.71	\$45.89
	WIESBADEN AAF	114	39.33	\$45.47
	MANNHEIM	22	7.59	\$35.81
	HOHENFELS	376	129.72	\$72.98
	GIEBELSTADT	210	72.45	\$55.55
HOHENFELS	BAD KREUZNACH	458	158.01	\$81.59
	LANDSTUHL	480	165.60	\$83.90

13 July 2001

3d Corps Support Command Pam 37-2

	VILSECK	70	24.15	\$40.85
ILLESHEIM	BAMBERG	150	51.75	\$49.25
	GIEBELSTADT	86	29.67	\$42.53
	HANAU	186	64.17	\$53.03
	HEIDELBERG	260	89.70	\$60.80
	KAISERSLAUTERN	330	113.85	\$68.15
	LANDSTUHL	350	120.75	\$70.25
	WUERZBURG	68	23.46	\$40.64
KITZINGEN	BAD KREUZNACH	258	89.01	\$60.59
	BAMBERG	100	34.50	\$44.00
	GARMISCH	418	144.21	\$77.39
	GIEBELSTADT	44	15.18	\$38.12
	GRAFENWOEHR	224	77.28	\$57.02
	HANAU	154	53.13	\$49.67
	HEIDELBERG	232	80.04	\$57.86
	LANDSTUHL	318	109.71	\$66.89
	MANNHEIM	240	82.80	\$58.70
	VILSECK	188	64.86	\$53.24
	WIESBADEN AAF	206	71.07	\$55.13
MANNHEIM	FRANKFURT	102	35.19	\$44.21
	GRAFENWOEHR	404	139.38	\$75.92
	LANDSTUHL	96	33.12	\$43.58
	GERMERSHEIM	56	19.32	\$39.38
	ILLSHEIM	268	92.46	\$61.64
	K'TOWN	76	26.22	\$41.48
VILSECK	BAD KREUZNACH	440	151.80	\$79.70
	BABENHAUSEN	320	110.40	\$67.10
	BAUMHOLDER	504	173.88	\$86.42
	DARMSTADT	354	122.13	\$70.67
	GIEBELSTADT	228	78.66	\$57.44
	HEIDELBERG	358	123.51	\$71.09
	HOHENFELS	70	24.15	\$40.85
	ILLESHEIM	158	54.51	\$50.09
	K'TOWN	444	153.18	\$80.12
	KITZINGEN	188	64.86	\$53.24
	LAMPERTHEIM	368	126.96	\$72.14
	LANDSTUHL	464	160.08	\$82.22

13 July 2001

3d Corps Support Command Pam 37-2

	MANNHEIM	368	126.96	\$72.14
	SEMBACH	450	155.25	\$80.75
	WIESBADEN AAF	384	132.48	\$73.82
	WURZBURG	208	71.76	\$55.34
	RAMSTEIN	104	35.88	\$44.42
WIESBADEN	ANSBACH	266	91.77	\$61.43
	BABENHAUSEN	78	26.91	\$41.69
ARMY	BITBURG	228	78.66	\$57.44
	DARMSTADT	52	17.94	\$38.96
AIRFIELD	FRANKFURT	42	14.49	\$37.91
	GARMISCH	568	195.96	\$93.14
	GERMERSHEIM	132	45.54	\$47.36
	GIESSEN	112	38.64	\$45.26
	GRAFENWOEHR	410	141.45	\$76.55
	HANAU	68	23.46	\$40.64
	HEIDELBERG	114	39.33	\$45.47
	HOHENFELS	400	138.00	\$75.50
	ILLESHEIM	238	82.11	\$58.49
	K'TOWN	132	45.54	\$47.36
	KITZINGEN	204	70.38	\$54.92
	LANDSTUHL	152	52.44	\$49.46
	MANNHEIM	94	32.43	\$43.37
	RAMSTEIN	146	50.37	\$48.83
	RHEIN MAIN	30	10.35	\$36.65
	SEMBACH	92	31.74	\$43.16
	SCHWETZINGEN	110	37.95	\$45.05
	STUTTGART	250	86.25	\$59.75
	WURZBURG	176	60.72	\$51.98